

## **1. SECTION B, SUPPLIES OR SERVICES AND PRICES/COSTS**

### **Pages 2 through 4, Schedule B**

Delete pages 2 through 4 in their entirety and insert replacement pages 2 through 4, Amendment 0012. Pages 5-7.

Replacement inserts CLINs 0003 and 5003 as “On-Demand Container Fabrication” (previously Container Fabrication) to include sub-CLINs AA – AD. The workload projection is contained in Technical Exhibit 1.2 page 92 of 295, section C-5.4, Transshipment Container Requirement. Container Fabrication, as initially listed, shall not be considered a separate function as it integrates with PPP&M performance. Replacement deletes CLINs 0004 and 5004 as “Special Inspection C 5.2.2.1” now incorporated in CLINs 0001 and 5001. CLINs 0004 – 0008 and 5004 – 5006 have been renamed.

## **2. SECTION C, PERFORMANCE WORK STATEMENT**

### **Pages 9 – 10 , Paragraph C-1.3.1, Quality Control/Customer Satisfaction Plan Requirements and 1.3.2, Inventory Accuracy Improvement Plan (IAIP)**

Delete pages 9 – 10 in their entirety and insert replacement pages 9-10, Amendment 0012 page 8 – 9. Replacement adds additional requirement under C-1.3.1 bullet 1 and 3. Additionally, replacement deletes the last sentence in paragraph C-1.3.2 and inserts “If the Overall Inventory Accuracy Rate, during transition, differs by 5% from the most recent rates included in Technical Exhibit 1.1, the Plan shall be revised and renegotiated as appropriate.”

### **Page 13, Paragraph C-1.6.6, Materiel/Equipment Accountability**

Delete page 13 in its entirety and insert replacement page 13, Amendment 0012, page 10. 2<sup>nd</sup> paragraph: replacement deletes reference “DLAR 5710.1” and inserts correct reference of “DLAI

### **Pages 18 & 20, Paragraph C-2.1, General Definitions**

Delete pages 18 & 20 in their entirety and insert replacement pages 18 & 20, Amendment 0012, page 11 & 12.

Replacement inserts revised definition for Controlled Inventory Items and Pilferable Items.

### **Page 24, Paragraph C-2.2, Acronyms and Abbreviations**

Delete page 24 in its entirety and insert replacement 24, Amendment 0012, page 13. Replacement inserts “DECC, Defense Enterprise Communication Center”.

### **Page 29, Paragraph C-3.2.1, Government-Furnished Real Property (GFP)**

Delete page 29 in its entirety and insert replacement page 29, Amendment 0012, page 14. 3<sup>rd</sup> paragraph: replacement inserts “to include the moveable racks”.

### **Page 31, Paragraph C-3.2.2.1, Mechanized Materiel Handling Systems (MMHS)**

Delete page 31 in its entirety and insert replacement page 31, Amendment 0012, page 15. Replacement revises paragraph with minor revisions of PA and Government responsibilities.

**Page 33, Paragraph C-3.2.4.1.1, Distribution Standard system (DSS)**

Delete page 33 in its entirety and insert replacement page 33, Amendment 0012, page 16.  
3<sup>rd</sup> paragraph, starting 3<sup>rd</sup> sentence: replacement revises requirement for back-up documentation used for processing off-line walk-throughs.

**Page 41, Paragraph C-3.3.7, Environmental and Paragraph C-3.3.9, Training**

Delete page 41 in its entirety and insert replacement page 41, Amendment 0012, page 17.  
C-3.3.7: replacement deletes reference “NS Mayport OPNAVINST 5090.1” and insert corrected reference of “NS Mayport OPNAVINST 5090.1D”. C-3.3.9: replacement inserts “Technical Exhibit 10 outlines the training modules”; and, corrects the PA providing a list of individuals to be trained from “30

**Pages 47 – 50, Paragraph C-5.2.1, Requirements (Receiving) and Paragraph C-5.2.3, Documentation Requirements**

Delete pages 47 – 50 in their entirety and insert replacement page 47 – 50 (to include new page 48a),  
Replacement corrects reference made to “Volume I, Chapter 3, MMLSD policy letter” to read “Volume I, Chapter 3, MMSLD policy letter”; and inserts requirement for Material Turned-In To Store (MTIS) in paragraph C-5.2.1.2. Paragraph C-5.2.3 adds MTIS and documentation to Receiving Activity/ Documentation table

**Page 53, Paragraph C-5.3, Storage**

Delete page 53 in its entirety and insert replacement page 53, Amendment 0012, page 23.  
Replacement deletes the reference to “DLAI 4145.8” and inserts the correct reference of “DLAM

**Page 55, Paragraph C-5.3.3.1, Quality**

Delete page 55 in its entirety and insert replacement page 55, Amendment 0012, page 24.  
Replacement inserts “TPIC N” to the Activity column and adds the “Inventory – Control Items” and subsequent requirements in this table.

**Page 56, Paragraph C-5.3.3.2, Timeliness (Storage)**

Delete page 56 in its entirety and insert replacement page 56, Amendment 0012, page 25.  
Replacement inserts the activity for Investigation of Financial Liability, which was inadvertently excluded in the previous amendments.

**Page 62, Paragraph C-5.4.1, Requirements (issue)**

Delete page 62 in its entirety and insert replacement page 62 and new page 62a, Amendment 0012, page 26 - 27.  
Packing bullet: replacement deletes reference “AFJMAN 24-104” to the correct reference of “ AFJMAN 24-204”. DEMIL bullet: replacement deletes the original DEMIL bullet in its entirety and, inserts a revised Demilitarization (DEMIL) bullet.

**Pages 70-71, Paragraph C-5.5.1, Preservation, Packaging, Packing and Marking (PPP&M); Paragraph C-5.5.1.1a, PPP&M; Paragraph C-5.5.1.1b; and Paragraph c-5.5.1.2, Documentation Requirement**

Delete pages 70-71 in their entirety and insert replacement pages 70-71 and new page 70a, Amendment 0012, pages 28 - 30.  
Replacement deletes all of C-5.5.1, C-5.5.1.1a and C-5.5.1.1b inserting new language and requirements (note: Container Fabrication is still a requirement and is incorporated into C-5.5.1.1a). Paragraph C-5.5.1.2 adds addition documentation for PPP&M table.

**Pages 76 & 77, Paragraph C-6.1.3, Directives, Table One Mandatory**

Delete pages 76 & 77 in its entirety and insert replacement pages 76 –77 and new page 77a, Amendment 0012, pages 31 - 33.  
Replacement inserts the addition, correction and/or modification of the following directives or publication numbers: 49 CFR; DDC-T Policy Letter; DDC-TP Policy Letter; DLAI 4145.25; DLAM 4140.2 Vol. I; DLAM 4145.11; DLAR 4145.11C; DLAR 5200.12R; DoD 2000.12, Section 2.2; and DoD 5200.1-R.

**Page 84, List of Technical Exhibits**

Delete page 84 in its entirety and insert replacement page 84, Amendment 0012, page 34.  
Replacement adds the listing of Technical Exhibits 10, DSS Training Modules.

### **3. TECHNICAL EXHIBITS**

**Pages 85 – 89, Technical Exhibit 1.1, Historical Workload**

Delete pages 85 – 89 in their entirety and insert replacement pages 85 – 89, Amendment 0012, pages 35 - 43.  
Replacement inserts the revised TE 1.1 to include the Inventory Accuracy Rates for the Last Three inventories and update fuel information responding to various questions received.

**Page 232, Technical Exhibit 4, System Configuration Requirements**

Delete page 232 in its entirety and insert replacement page 232, Amendment 0012, page 44.  
Replacement deletes the reference of “4GB”, number 1a, and insert “8GB”.

**New pages 242b – 242f, Technical Exhibit 10, DSS Training Modules**

Insert new pages 242b – 242f, Amendment 0012, pages 45 – 48.  
Technical Exhibit 10, DSS Training Modules provides a complete and comprehensive syllabus of training to be provided by the Government, to include duration.

### **4. QUESTIONS and ANSWERS**

Pages 49 through 51

## SECTION B, SUPPLIES OR SERVICES AND PRICES/COSTS

### BASE PERIOD (36 MONTHS)

LINE ITEM	UNIT PRICE	(FORECAST) x	TOTAL AMOUNT
	PER LINE	(1,925,816)	TOTAL

**NOTE:** Forecast is for the Base Period (3yrs.)

0001	REQUIREMENTS	\$	\$
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**NOTE:** See Clause B02 for Illustration of Payments.  
The Performing Activity shall provide materiel distribution services at the Defense Distribution Depot Jacksonville, Florida (DDJF) as defined in the Performance Work Statement (PWS), Section C, Paragraphs C-5.1 through C-5.4, C-5.5.2.1, C-5.5.2.2, C-5.5.2.4 and C-5.5.4 of this solicitation.

Minimum Estimated Quantity --  
**1,447,457** Line Items Received and  
Issued over the Base Period of 36 Months

**NOTE:** Special Functions CLINs listed below shall be priced to reflect various units of issue and the total cost to perform that function, to include labor and material costs.

	EST. QUANTITY	UNIT PRICE	TOTAL
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**NOTE:** Estimates are for the entire Base Period

0002      **SPECIAL FUNCTIONS: Paragraph C- 5.5.1**  
PPP&M (Offerors shall base their prices on  
Technical Exhibit 1.2 projected workload. )

0002AA	Bin	18,050 EA	\$	\$
0002AB	Medium Bulk	54,452 EA	\$	\$
0002AC	Heavy Bulk	25,639 EA	\$	\$

0003      **SPECIAL FUNCTIONS: Paragraph C-5.5.1.4**  
On-Demand Container Fabrication

0003AA	Fiberboard (Less than 17CF)	12,015 EA	\$	\$
0003AB	Small (17CF – 64CF)	2,402 EA	\$	\$
0003AC	Medium (65CF – 100CF)	304 EA	\$	\$
0003AD	Large (Over 100CF)	973 EA	\$	\$

		<u>EST. QUANTITY</u>	<u>UNIT PRICE</u>	<u>TOTAL</u>
0004	<b>SPECIAL FUNCTIONS: Paragraph C-5.5.5</b> NavXpress	23,736 EA	\$	\$
0005	<b>SPECIAL FUNCTIONS: Paragraph C-5.5.2</b> Rewarehouse & Intradepot Support Allowable cost will be reimbursed.		N/A	
0006	<b>CONFERENCES C-5.5.3</b> IAW FAR 31.205-46, Travel Costs, Allowable cost will be reimbursed.		N/A	
0007	<b>INVENTORY ACCURACY RATE IMPROVEMENTS</b> Paragraph C-1.3.2			\$
0008	<b>TRANSITION PERIOD: Paragraph C-1.5</b> (Not to exceed 130 days after date of Notice to Proceed)			\$
	<b>BASE PERIOD TOTAL</b>			\$ _____

**OPTION PERIOD (24 MONTHS)**

	<u>UNIT PRICE</u>	(FORECAST) x	<u>TOTAL AMOUNT</u>
<b>LINE ITEM</b>	<b>PER LINE (1,150,973)</b>		<b>TOTAL</b>
<b>NOTE:</b> Forecast is for the Option Period (2 yr.)			
5001 <b>REQUIREMENTS</b>	\$		\$

**NOTE:** See Clause B02 for Illustration of Payments.  
The Performing Activity shall provide materiel  
distribution services at the Defense Distribution  
Depot Jacksonville, Florida (DDJF) as defined in  
the Performance Work Statement (PWS), Section C,  
Paragraphs C-5.1 through C-5.4, C-5.5.2.1, C-5.5.2.2,  
C-5.5.2.4 and C-5.5.4 of this solicitation.

Minimum Estimated Quantity --

**719,776** Line Items Received and  
Issued over the Option Period of 24 Months

**NOTE:** Special Functions CLINs listed below shall be priced to reflect various units of issue and the total cost to perform that function, to include labor and material costs.

		<u>EST. QUANTITY</u>	<u>UNIT PRICE</u>	<u>TOTAL</u>
<b>NOTE:</b> Estimates are for the entire Option Period				
<b>5002</b>	<b>SPECIAL FUNCTIONS: Paragraph C-5.5.1</b> PPP&M (Offeror shall base their prices on Technical Exhibit 1.2 projected workload.)			
<b>5002AA</b>	<b>Bin</b>	<b>10,854 EA</b>	<b>\$</b>	<b>\$</b>
<b>5002AB</b>	<b>Medium Bulk</b>	<b>32,744 EA</b>	<b>\$</b>	<b>\$</b>
<b>5002AC</b>	<b>Heavy Bulk</b>	<b>15,417 EA</b>	<b>\$</b>	<b>\$</b>
<b>5003</b>	<b>SPECIAL FUNCTIONS: Paragraph C 5.5.1.4</b> On-Demand Container Manufacturing			
<b>5003AA</b>	<b>Fiberboard (less than 17CF)</b>	<b>7,392 EA</b>	<b>\$</b>	<b>\$</b>
<b>5003AB</b>	<b>Small (17CF – 64CF)</b>	<b>1,478 EA</b>	<b>\$</b>	<b>\$</b>
<b>5003AC</b>	<b>Medium (65CF – 100CF )</b>	<b>187 EA</b>	<b>\$</b>	<b>\$</b>
<b>5003AD</b>	<b>Large (Over 100CF)</b>	<b>598 EA</b>	<b>\$</b>	<b>\$</b>
<b>5004</b>	<b>SPECIAL FUNCTIONS: Paragraph C 5.5.5</b> NavXpress	<b>14,560 EA</b>	<b>\$</b>	<b>\$</b>
<b>5005</b>	<b>SPECIAL FUNCTIONS: Paragraph C 5.5.2</b> Rewarehouse & Intradepot Support Allowable cost will be reimbursed.		<b>N/A</b>	
<b>5006</b>	<b>CONFERENCES C 5.5.3</b> IAW FAR 31.205-46, Travel Costs, allowable cost will be reimbursed.		<b>N/A</b>	
<b>OPTION PERIOD TOTAL</b>			<b>\$_____</b>	
<b>GRAND TOTAL</b>			<b>\$_____</b>	

Training and certification for employees required to operate/maintain motor vehicles, materiel handling equipment, cranes, or other equipment requiring licensing, certification, or specialized training are as required in OSHA 29 CFR, Part 1910, Subpart N, Sections 1910.178, 1910.179, 1910.180 and Naval Facilities Engineering Command, Management of Weight Handling Equipment Publication P-307, DOD 4145.19-R1 and DLA 4500.36. Employees operating vehicles shall maintain a valid state license for the vehicle operated, and shall have the required operator classification on their state/local motor vehicle license.

#### **1.2.1.4 SITE MANAGER**

At the start of the transition period, the PA shall provide in writing to the Contracting Officer (KO) or designee the name and telephone number of the site manager and an alternate. The site manager and the alternate shall have full authority to act for the PA on all matters relating to daily performance. The site manager or alternate shall be available within one (1) hour during normal duty hours and within two (2) hours after normal duty hours to meet, in person, on the installation with government personnel designated by the KO. If the site manager or alternate is replaced, the PA shall notify, in writing, the KO or designee with the name and telephone number of the replacement 15 days prior to a planned replacement or within twenty-four (24) hours of an unplanned replacement.

#### **1.3 QUALITY CONTROL / CUSTOMER SATISFACTION PLAN (QC/CSP)**

The PA shall provide a Quality Control/Customer Satisfaction Plan (QC/CSP) as specified in FAR 52.246-4(b) "Inspection of Services-Fixed Price (JAN 99)", which specifically addresses methods for meeting performance standards and complying with applicable regulations. The basic tenet of the plan is that the PA is responsible for assuring quality and customer satisfaction. The PA shall submit a QC/CSP as part of the Technical Proposal and shall continue to maintain the plan after contract award. The QC/CSP of the successful offeror will be incorporated into and become part of, any contract awarded. As changes are made thereafter, a comprehensive written QC/CSP shall be submitted to the KO or designee for approval.

The PA's QC/CSP shall demonstrate management commitment to process improvements, goal communication and commitment of resources, while complying with the contract requirements and standards. The PA's QC/CSP shall demonstrate how its quality control measures will achieve such benefits as decreased performance time, reductions in nonconforming services, continuous quality improvement and increased customer satisfaction.

##### **1.3.1 QUALITY CONTROL/CUSTOMER SATISFACTION PLAN REQUIREMENTS**

The QC/CSP shall address the following:

1. Identification of the roles and responsibilities of the various resources needed to perform QC/CS, as well as any applicable internal management controls
2. Accounting for resources necessary to perform quality control and customer satisfaction and how the resources are integrated into daily operations.
3. Approach to ensuring that the correct item, quantity and condition code is received, maintained in storage and shipped and, special functions are performed in accordance with the requirements set forth in Section C-5. This approach shall include such

things as:

- A system for continuous quality improvements
  - A monitoring mechanism for measuring process improvements and compliance with performance standards
  - Establishment of a reporting system
1. Approach for increasing customer satisfaction. This approach shall include such things as:
    - A system for communicating with customers and obtaining their feedback
    - A system for tracking the progress of and resolving customer complaints
    - Method for measuring customer satisfaction
    - Establishment of a reporting system
  2. Approach to the security, accountability and safeguarding of mission stock and GFP.

The Plan shall also include methods of direct and indirect communications with the Government regarding performance of the contract. At a minimum, such communications shall include formal monthly meetings with the Government. Informal communications shall also be addressed. The KO or designee will monitor performance standards on a monthly basis except as otherwise noted in Section C-5. The PA shall be responsible for performing all contract requirements IAW all applicable laws and regulations to include complying with all updates and changes.

### **1.3.2 INVENTORY ACCURACY IMPROVEMENT PLAN (IAIP)**

The PA shall utilize the information on inventory population and accuracy rates provided in Technical Exhibit 1.1 in order to determine if the PA will need to bring any or all of the inventory accuracy rates up to the APLs specified in paragraph C-5.3.3. If so, the PA shall develop and submit an Inventory Accuracy Improvement Plan (IAIP) as part of the QC/CSP. At a minimum, this IAIP shall address the actions, resources, and schedule for improving the deficient inventory accuracy rate(s) to the APL(s) within twelve months of the beginning of full PA performance. If the overall inventory accuracy rate, during transition, differs by more than 5% from the most recent rates included in Technical Exhibit 1.1, the Plan shall be revised and renegotiated as appropriate.

### **1.4 SURGE, SUSTAINMENT AND MOBLIZATION PLAN**

The PA shall provide a Surge, Sustainment and Mobilization Plan (SSMP), which addresses methods for meeting performance standards when there is a disruption in normal workload operations. The basic tenet of this Plan is that the PA is responsible for identifying the situation, initiating the response and assuring the continued Depot operations during adverse situations or disruptions of normal workload operations. These situations include but are not limited to:

- Strikes
- Natural and man-made disasters
- Adverse weather conditions
- Sudden increases in workload (short-term)
- Sudden increases in workload (long-term)
- Loss of essential depot operation function(s)

The PA shall submit this plan as part of the Technical Proposal and shall continue to maintain the Plan after contract award. The SSMP of the successful offeror will be incorporated into and become part of any contract awarded.

For each situation listed above and identified by the PA, the PA shall address the following minimum aspects in the SSMP:



#### **1.6.4 INSTALLATION PARKING**

The PA and its employees shall abide by NAS Jacksonville and NS Mayport NASJAXINST 5530.2A and SOPA MYPTINST 5560.1 Parking Regulations.

#### **1.6.5 KEY CONTROL**

The PA shall be responsible for keys provided to the PA by the Government, IAW DLAI 5710.1, Paragraph F. Keys shall not be duplicated or used by unauthorized PA personnel. The PA shall ensure that keys issued to the PA by the Government are safeguarded. The PA shall report any occurrence of duplicated or lost keys to the KO or designee within two (2) hours after discovery of occurrence and submit a written report to the KO or designee, providing complete details, by close of business the same workday. If lost keys are discovered at the end of the day, and it is not possible to submit a written report to the KO/designee by COB the same workday, the report shall be due within two (2) hours from the beginning of business on the next workday. The PA shall reimburse the Government for all costs associated with replacement of locks or re-keying required as a result of keys being duplicated or lost by the PA.

#### **1.6.6 MATERIEL / EQUIPMENT ACCOUNTABILITY**

The PA shall ensure access control by locking or unlocking the areas or facilities for which the PA is responsible. The PA shall ensure all internal, overheads, cages, vaults, other areas of internal security access (i.e., classified materiel), and warehouse doors are locked prior to the conclusion of any workday. The PA shall report all lost, damaged, or destroyed mission stock property IAW DLAD 4140.69, Inventory Adjustment Research and DDCD 7500.1 Financial Liability Investigation and Property Lost (FLIPL), to the KO or designee within one (1) business day upon discovery. The PA shall prepare a FLIPL (currently a DD Form 200), or similar PA investigative report IAW the DDCD 7500.1 or when requested by the KO or designee.

The PA shall ensure compliance with all regulatory guidance, DoD 5200.1-R, Information Security Program, DLAM 5710.1, Physical Security Manual, DLAI 5710.1, Security of DLA Activities and Resources, DLAR 5200.12, DLA Information Security Program, DoD 5220.22R, Industrial Security Regulation, DoD 5220.22S, COMSEC Supplemental to Industrial Security Manual for Safeguarding Classified Information, and DoD 5220.22M, National Industrial Security Program Operating Manual (NISPOM). The PA shall report any security violations to the KO or designee within one day.

#### **1.6.7 AUTOMATED SYSTEM SECURITY**

Prior to the end of the transition period, the PA shall request Automated Data Processing (ADP) clearances for their employees requiring access/passwords to the Government-furnished data systems. All positions involved in computer activities require at least a minimum ADP III category clearance. A minimum of one PA employee will require an ADP II clearance. The ADP II clearance is for positions that involve a degree of access, other than data entry, to a government-furnished system. The PA shall submit a DISA Form 41 to the Government for ADP clearance. An ADP clearance is contingent upon receiving a favorable NACI.

**Condition Code** Classifies materiel in terms of readiness for issue and use or to identify action underway to change the status of materiel as identified on DoD 4000.25-2-M, Appendix B6, Federal condition codes.

**Contract Discrepancy Report (CDR)** A report, sent by the Government to the Contractor, which the contractor is required to complete when performance is unsatisfactory.

**Contracting Officer (KO)** The legal agent of the Government who binds the Government to the contract.

**Contracting Officer's Representative (COR)/Contracting Officer's Technical Representative (COTR)** An individual designated and authorized in writing by the Contracting Officer to perform specific technical or administrative functions.

**Controlled Inventory Items** Those items designated as having characteristics, which require that they be identified, accounted for, secured, segregated, or handled in a special manner to ensure their safeguard or integrity. Controlled items requiring 100% annual inventory in descending order of degree of control normally exercised are:

- a. **Classified items** Includes Top Secret, Secret, Confidential items.
- b. **Narcotics, drug abuse items and alcohol**
- c. **Category I nonnuclear missiles and rockets**
- d. **Precious metals**
- e. **Small arms**
- f. **Radioactive items**
- g. **Inert nuclear ordnance material**
- h. **Other as designated by DoD or DoD Component**

**Department of Defense Activity Address Code (DoDAAC)** A distinct six-position alphanumeric code assigned to identify specific units, activities or organizations as found in the DoD Activity Address Dictionary.

**Department of Defense Activity Address Dictionary (DoDAAD)** Publication that lists all DoD activities and their six-position alphanumeric codes called DoDAACs.

**Designee** The individual(s) designated and authorized in writing by the Contracting Officer to perform specific technical or administrative functions.

**Direct Turnover** Material received for direct delivery to the local customer or for customer pick-up.

**Discrepancy** A deviation of material from government Military Standards (MIL-STD), specifications or regulations as it pertains to such things as : condition, damage, quantity, deterioration and packaging.

**Materiel Release Order** A MILSTRIP transaction initiated by a customer or an Inventory Control Point (ICP) that directs a distribution activity to release and ship materiel.

**Materiel Release Order (MRO) Processing Time** The number of days between the receipt of the MRO by the depot and the shipment of the materiel by transportation. The MRO receipt date (tailgate) is considered Day Zero. Material shipped on the MRO receipt date is counted as a zero-day processing time.

**Minor Repair (COSIS)** Repair actions taken on equipment and/or packaging that are within the PA's capabilities and do not exceed one hour in duration per storage location.

**Mission Stock** Stocks owned by the DoD or other government entities which are stored at distribution depots, held for sale or issue in wholesale and retail inventory accounts. All items are maintained to identify the quantity of an item on hand, unit price, location, physical condition, receipt, issue, authorized stock number, item description, and other such information to properly account for materiel used to support military activities.

**Mobilization** The art of preparing for war or other emergencies through assembling and organizing natural resources, and the process by which the Armed Forces, or part of them, are brought to a state of readiness for war or other national emergencies. This includes activating all or part of the Reserve components as well as assembling and organizing personnel, supplies and material.

**National Stock Number (NSN)** A thirteen-digit number that is assigned to materiel for the purpose of classification and identification composed of the four digit Federal Supply Class (FSC) and the nine digit National Item Identification Number (NIIN).

**NavXpress** Local area transportation of Navy owned material.

**New Procurement** Materiel received at the depot from a vendor or contractor for assignment, storage and issue to customers.

**Nomenclature** A noun and any modifying adjectives required to describe and identify an item of supply.

**Operating Documents** Documents received from NADEP that describes the repair history of the specific asset and provides the method of pack. The documentation is returned to NADEP after completion of the PPP&M process.

**Outsized Items** Term used to qualify large bulk and/or heavy weighted items that do not fit into a carrier's trailer (van) and may require a crane or special conveyance to handle them.

**Pilferable items** Materiel that is identified as easily converted to personal use. Pilferable inventories may be inventoried using sample methods as defined in MILSTRAP Chapter 7, and as approved by DDC based on system availability and depot accuracy performance.

**Planograph** A drawing of a warehouse/storage area, which incorporates a layout used for storage operations and supporting functions and a floor plan showing columns, stair wells, elevator shafts, offices, washrooms, doors and other structural features.

<b>COTS</b>	Commercial-off-the-Shelf Software
<b>CRIF</b>	Carrier Routing Information File
<b>CRR</b>	Causative Research Register
<b>CS</b>	Customer Service
<b>DAMES</b>	Defense Automated Message Exchange System
<b>DAAS</b>	Defense Automated Addressing System
<b>DAASC</b>	Defense Automated Addressing System Command
<b>DAPSE</b>	DoD Automated Program for Shelf Life Extensions
<b>DCMC</b>	Defense Contract Management Command
<b>DDC</b>	Defense Distribution Center
<b>DDJF</b>	Defense Distribution Depot Jacksonville Florida
<b>DECC</b>	Defense Enterprise Communication Center
<b>DEMIL</b>	Demilitarization
<b>DISA</b>	Defense Information Systems Agency
<b>DLA</b>	Defense Logistics Agency
<b>DLAD</b>	Defense Logistics Agency Directive
<b>DLAI</b>	Defense Logistics Agency Instruction
<b>DLAM</b>	Defense Logistics Agency Manual
<b>DLAR</b>	Defense Logistics Agency Regulation
<b>DLIS</b>	Defense Logistics Information Service
<b>DLR</b>	Depot Level Repairable
<b>DLSC</b>	Defense Logistics Support Command
<b>DMC</b>	Defense Megacenters
<b>DoD</b>	Department of Defense
<b>DoDAAC</b>	DoD Activity Address Code
<b>DoDAAD</b>	DoD Activity Address Directory
<b>DoD AAF</b>	DoD Activity Address File
<b>DORRA</b>	DLA Office of Operations Research and Resource Analysis
<b>DR</b>	Discrepancy Report
<b>DRMO</b>	Defense Reutilization & Marketing Office
<b>DRMS</b>	Defense Reutilization & Marketing Service
<b>DRO</b>	Disposal Release Order
<b>DSC</b>	Defense Supply Center
<b>DSS</b>	Distribution Standard System
<b>DTO</b>	Direct turnover
<b>DTID</b>	Disposal Turn In Document
<b>DTOD</b>	Defense Table of Official Distances
<b>DTR</b>	Defense Transportation Regulation
<b>DTTS</b>	Department of Defense Transportation Tracking System
<b>ECS</b>	Equipment Control System
<b>EI</b>	Engineering Investigation
<b>EJON</b>	Equipment Job Order Number
<b>EMACS</b>	Equipment Management and Control System
<b>EPA</b>	Environmental Protection Agency
<b>EPSQ</b>	Electronic Personnel Security Questionnaire
<b>ERLS</b>	Environmental Reporting Logistics Systems
<b>ESD</b>	Electrostatic Discharge
<b>ESOC</b>	Emergency Supply Operations Center
<b>EST</b>	Eastern Standard Time
<b>FAK</b>	Freight of all Kind

## SECTION C-3, GOVERNMENT-FURNISHED PROPERTY AND SERVICES

### 3.1 GENERAL INFORMATION

The Government will furnish or make available to the PA certain government property and services for use in connection with this contract. Property or services supplied by the Government may be used only for performance of work under this contract or as authorized by the KO.

### 3.2 GOVERNMENT PROPERTY

References to government property throughout Section C-3, FAR Part 45 and FAR Part 52.245 do not pertain to mission stock. Government-Furnished Property (GFP) listed as mandatory will be furnished by the Government and shall be utilized by the PA in the performance of work under this contract. Government property listed as optional will be made available by the Government in an "as is" condition (See FAR 52.245-19) for inspection and may be accepted at the PA's discretion and convenience for use in the performance of work under this contract. Failure or breakdown of optional GFP shall not excuse PA performance and shall not serve as the basis for any equitable adjustment. Both mandatory and optional government property will be provided at no cost to the PA, and will be subject to the conditions contained in FAR 52.245-11, Facilities.

#### GOVERNMENT PROPERTY

#### USE

Real Property (3.2.1)

Mandatory

Plant Equipment (3.2.2)

Optional

Materiel (3.2.3)

Optional

Transactional Systems (3.2.4.1)\*

IAW requirements

Reference Inquiry Systems (3.2.4.2)\*

IAW requirements

\* Providing system access only

#### 3.2.1 GOVERNMENT-FURNISHED REAL PROPERTY (GFP)

Real property being furnished for use in the performance of this contract is set forth in Technical Exhibit 2.1. At the beginning and at the end of the contract, the PA shall perform with the Government a joint inventory in order to establish the condition of this property. The PA shall notify the KO or its designee when property is no longer needed in the performance of this contract. In addition, the PA shall not unilaterally terminate its authority to use the government-furnished real property under FAR 52.245-11(k).

The Government is responsible for performing the maintenance, repair and replacement of government-furnished real property. The PA is not responsible for maintenance as required under FAR 52.245-11(g). The PA shall request through the KO or designee the performance of any repair, maintenance, and/or replacement of government-furnished real property.

In accordance with FAR 52.245-11(g), the PA shall be responsible for performing the maintenance on existing storage racks, to include the moveable racks, shelves and bins located within the government-furnished real property set forth in Technical Exhibit 2.1.

### **3.2.2.1 MECHANIZED MATERIEL HANDLING SYSTEMS (MMHS)**

Government-furnished MMHS is set forth in Technical Exhibit 2.3. The condition of the MMHS as listed in the Technical Exhibit is for information purposes only and may not be relied on by the PA for determining which MMHS is suitable for use. The PA shall protect, preserve, maintain (including normal parts replacements) and repair all MMHS IAW manufacturer's recommendations/specifications, in compliance with equipment warranties, and sound industry practice (See FAR 52.145-11(g)(1) through (3)). Replacement of such parts as a conveyor motor, rollers, or belts are considered normal replacement parts associated with maintenance of MMHS. This includes SRV battery repair and replacement, as necessary for this equipment. If/when the maintenance of the MMHS exceeds that required under sound industry practices, the expense of maintenance and repair or replacement will become the responsibility of the Government and, if authorized by the KO, the PA will be reimbursed for the costs associated with the purchase and installation of the replacement MMHS. MMHS not accepted by the PA will remain in place. If the KO authorizes the removal of the government-furnished MMHS, it may be removed by the PA at the PA's expense. In order to accommodate the funding lead-times associated with capital equipment (unit price greater than \$100,000), the PA shall notify the KO or designee at least two years in advance of the anticipated replacement date in order to provide the Government with sufficient time to obtain approval and funding.

### **3.2.2.2 MATERIEL HANDLING EQUIPMENT (MHE)**

Government-furnished MHE is set forth in Technical Exhibit 2.2. The condition of the MHE as listed in the Technical Exhibit is for information purposes only and may not be relied on by the PA for determining which MHE is suitable for their use. The PA shall protect, preserve, maintain (including normal parts replacement), and repair all government-furnished MHE that it chooses to use in performance of this contract IAW the schedules established in the Equipment Management and Control System (EMACS) guidance, DLA 4500.36, Section F, Management, Acquisition, and Use of DLA Operating Equipment, in compliance with equipment warranties, and sound industry practice (See FAR 52.145-11(g)(1)). When the PA no longer wants to continue to operate and maintain the MHE, the PA shall notify the KO or designee and return the MHE back to the Government. Title to any replacement MHE purchased by the PA shall remain at all times with the PA, unless the MHE is used as a sub-component on government furnished equipment. (Technical Exhibit 2.8 lists Government-Furnished Property Under Warranty)

### **3.2.2.3 OTHER EQUIPMENT**

The Government will provide the computers and peripheral equipment as set forth in Technical Exhibit 2.4 or its equivalent for use in the performance of this contract. In addition to the maintenance requirements of FAR 52.245-11(g), the PA shall be responsible for actions IAW manufacturer warranties, initial troubleshooting ADP reported problems, exterior cleaning of workstations and printers, replacement of printer consumable components (i.e., drive roller or cutter blades, etc.), and the installation/relocation of ADPE. The PA shall not alter any government-furnished software without the approval of the KO or designee. The PA is permitted to upgrade/maintain government-furnished, commercially available software as long as it does not impact compatibility with government-furnished systems and communications. The PA shall submit all proposed changes (i.e., upgrades, replacements, etc.) of ADPE, regardless of whether it is government-furnished or PA provided, in writing to

This list is not all-inclusive. Refer to DSS Manual, DLAM 4745.40 (available on-line at [www.dsiou.dsio.dla.mil](http://www.dsiou.dsio.dla.mil)).

The PA may propose changes to the DSS which, if approved, may be made by the Government.

Due to the integral nature of DSS to depot operations it is expected that periodic unscheduled downtime and slow response time will cause work disruption in performing the requirements of this contract. DSS experiences an average two percent unscheduled downtime during normal working hours. The PA shall take prudent steps to minimize any lost productivity; however, the PA shall notify the KO or designee immediately when unscheduled downtime of DSS has a negative impact on the PA's ability to perform IAW the requirements of the PWS.

DSS will also undergo periodic scheduled downtime for maintenance. Accordingly, the PA shall notify the KO or designee when scheduling work outside of normal work hours. The PA will be unable to access DSS from ten o'clock p.m. (2200) to eleven thirty p.m. (2330) Eastern Time, Monday through Sunday. The PA shall utilize programs provided by the Government and established as backup documentation for processing off-line walk-throughs in the event DSS is down. Backup programs will contain extracted quantity by location (QBL) detail and owner asset information pushed to the Depot's servers via STPL ????? in text format. The PA is responsible to use the weekly scheduled download of specified DSS information from DECC, Mechanicsburg to update local files on a weekly basis. The PA shall input any documents processed off-line into DSS as soon as the system becomes available.

#### **3.2.4.1.1a COMPUTER ASSOCIATE (CA)-DISPATCH**

CA-Dispatch is a report utility program that generates DSS reports from batch cycle processing. These reports are used to perform work and manage workload. The CA-Dispatch facility provides on-line-view of all DSS batch cycle reports as well as automatic print capability of reports that are defined to one or multiple printers. Individual reports, or portions thereof, may be printed to any printer which has been defined to CA-Dispatch, as well as allowing reprint capability of any report for a period of 7 days maximum. CA-Dispatch can be accessed by anyone whose User ID has been defined to it.

#### **3.2.4.1.1b INFORMATION MANAGEMENT SYSTEM (INFO/MAN)**

INFO/MAN is used to document and monitor DSS system program problems as well as requests for assistance/information that are system data related. All System Change Requests (SCRs) for DSS are also entered and maintained on INFO/MAN. Information pertaining to program corrections/changes being moved into the production DSS can be retrieved from INFO/MAN. The PA will have "Read Only" inquiry access. The PA shall notify the KO or designee of system problems that are not covered by PA initial response. The Office of the Commander, DDJF will input problems into INFO/MAN.

#### **3.2.4.1.1c DSS-MANAGEMENT INFORMATION SYSTEM (DSS-MIS)**

DSS-MIS is a module used by the depot to monitor and correct errors reported from MIS to DSS as a result of transferring data between the two systems. MIS is a headquarters system that receives transactional data records from DSS and other depot operating systems and converts these records into usable workload and performance data. MIS tables are used to establish type receipt/issue and to provide work center counts to the Defense Business Management System. It gathers count in support of discrete pricing and unit cost. The Government will retain responsibility for all other requirements/maintenance functions for DSS-MIS. The PA shall have limited access to perform the following functions for DSS-MIS IAW the DSS-MIS

performance, payment, as directed by the applicable agency, will be the responsibility of the Government or the PA based on fault.

The host will maintain the hazardous waste (HW) EPA Generators permit. The PA shall comply with turn-in criteria IAW NASJAX Instruction 5090.1 and NS Mayport OPNAVINST 5090.1D for PA generated hazardous material and hazardous waste to include packaging and documentation requirements. The PA shall be responsible for all costs incurred for the disposal of PA generated hazardous waste. This excludes mission stock, hazardous material which is processed IAW DRMS requirements. Mission Stock downgraded to hazardous waste shall be processed through the host's Hazardous Waste Center. The PA shall process generated hazardous waste to include accurate identification of HW, maintenance of generator logs, packaging, marking, labeling and documentation for disposal.

The PA shall participate in the host's Recycling Program IAW Chapter 13 of NASJAXINST 1700.1B.

### **3.3.8 POLICE AND FIRE PROTECTION**

The Government will provide required police and fire protection. The PA shall notify the appropriate office for emergency services and will cooperate with all police and fire programs, drills and instructions referenced in Section C-6.

### **3.3.9 TRAINING**

During the transition period only, the Government will provide training on government-provided transactional data systems. Technical Exhibit 10 outlines the training modules. This training will involve a train-the-trainer approach and will take approximately six to eight weeks to complete. The Government will train no more than two PA personnel for each functional/production area of DSS and for each of the remaining data systems. The Government will provide the PA with a set of documentation to support the training of its personnel. The PA shall provide a list of individuals that have been identified for training to the KO or designee within 60 days of contract award. The PA shall coordinate with the KO or designee to establish a schedule for training during the transition period. The designated system area that will store the data and the programs used to conduct the training classes during the transition period will be made unavailable for additional training at the end of the transition period. Any additional training, including that provided after the transition period, will be the responsibility of the PA with the exception of training associated with major system upgrades, which will be coordinated through the KO or designee.

During the performance period, the Government will provide the materials necessary for the PA to train their employees in the following areas:

- Counterintelligence (CI), IAW DoDI 5240.6, Counterintelligence (CI) Awareness and Briefing Program.
- Operations Security (OPSEC), IAW DoDD 5205-2, DoD Operations Security Program.
- Handling of Classified Material/Clearance, IAW DLAR 5200.12R Chapter 15, Standards for Handling Classified Material.



### 5.1.5 SOURCE DOCUMENT RETENTION POLICY

The PA's responsibilities for maintaining source documents are detailed in the DDC-TO memorandum titled Source Document Retention Policy, dated 23 November 1998, and in DoD 4000.25-2-M, Chapter 7 (MILSTRAP). All receipt, issue, shipping and inventory documents must be retained/archived because they provide the only means of verifying and supporting the posting of transactions to an accountable record. Retention durations range from two (2) to 30 years.

## 5.2 RECEIVING

The PA shall perform the receipt of materiel IAW the performance standards in Section 5.2.2. The receipt of in-bound materiel includes: traffic management, offloading, tallying, inspecting, handling, and stowing, as well as document processing.

The following systems are used to support the Receiving process:

- Distribution Standard System (DSS) - Receipts are not generated by DSS, but receipt processing is accomplished through DSS.
- Standard Automated Materiel Management System (SAMMS)
- Customer/Depot Complaint System (CDCS)
- Federal Logistics Information System (FLIS)
- FEDLOG

### 5.2.1 REQUIREMENTS

5.2.1.1 The PA's receiving process shall result in:

- **Traffic Management** (Scheduling and reconciliation) of inbound materiel includes the local administration and scheduling of inbound carriers for the receipt of materiel from manufacturers, customers (including Foreign Military Sales), local sources and other depots, receiving for non-accountable materiel, receiving directly into a storage facility, or to customers and diversion and reconsignment of shipments; and reconciling Government and Commercial Bills of Lading (GBL/CBL) with contract DD 250s. The PA shall be responsible for all detention charges incurred by PA actions that result in untimely offloading or scheduling errors. The PA shall be responsible for diversion fees except in instances wherecaused by the Government.
- **Offload** includes opening doors, inspecting the interior and exterior of the carrier conveyance for suspected leakage or spills, visible safety deficiencies and for visible damages, removing blocking, bracing and other materiel; and unloading transportation carrier's conveyance.
- **Tally** includes checking items on the carrier against the freight or carrier manifest to ensure that piece count and identity of materiel matches freight bill; containers are visually inspected for damage that is suspected to have occurred in transit; carrier is released after all overages, shortages, or damage of materiel are documented on the freight or carrier manifest and all discrepancies documented on SF 361, IAW DLAR 4500.15 Reporting of Transportation Discrepancies in Shipments (RCS: MTMC-54).
- **Handling Misdirected/Frustrated Material** includes misdirected material identified during the Tally function and frustrated material identified during the Product Receipt Evaluation function. The PA shall reconcile misdirected/frustrated material and prepare a SF361 or SF 364. The reconciling of misdirected/frustrated material includes researching DSS to obtain correct

documentation, historical data or delivery address, coordinating with the shipping activities, commercial vendors, ICPs and other DLA agencies in order to minimize inventory adjustments. Misdirected/Frustrated material will be processed IAW DDJF HSI-4145.1, Handling Misdirected/Frustrated Material.

- **Product Receipt Evaluation** results in materiel being inspected and processed IAW DLAM 4140.2, Volume I, Chapter 3, MMSLD policy letter, dated June 14, 1996, SUBJECT: New Policy on Product Evaluation of DLA-Managed and Service-Managed Materiel at Distribution Depots, DLA Depot Product Evaluation Process (PREP) Manual, DLAI 4145.11 Chapter 3 Storage Handling of Hazardous Materiel, DoD Stock Readiness Program, NAVSUP 4419.C, NAVSUP 4440.157 MTIS Manual, HMIS, FLIS and DSS-generated exclusion data. The DSS-generated exclusion data includes responding to the requirements in Section 5.5.2.1, Special Inspections/COSIS. If required, the PA shall prepare SDRs IAW DLAR 4140.55, Reporting of Item and Packaging Discrepancies.
- **Receipt Process Documentation** IAW results in compliance with DLAM 4140.2, Volume 1, Chapter 3 and Volume III, Chapter 3, Section V, Supply Operations Manual, Distribution Systems Procedures, DoD 4000-25.2-M (MILSTRAP), Chapter 7, DoD 4140.27-M, Chapter 7, Shelf Life Item Management Manual and NAVSUP 4440.157 MTIS Manual. The PA shall respond to the item manager's disposition instruction for each SF 364 (SDR). If and when the PA receives a call from DFAS requesting a copy of a signed DD250 for any reason, the PA shall submit the requested signed DD250 to the REO for submission/coordination with DFAS.
- **Stow** includes the placing of receipted materiel in the proper storage location IAW DoD Stock Readiness Program and DLAM 4145.12, Storage and Materiel Handling and 4145.11, Chapter 4, Storage and Handling of Hazardous Materiel.
- **Direct Turnovers (DTOs)/Mark Fors (MF)** Materiel received and delivered to the customer or staged for customer pick-ups. Some receipts may be stowed in a temporary location pending the return of the deployed unit, ship, or squadron and/or pending customer notification for subsequent pick-up or delivery. DTOs and MF workload for Mayport is not straight line, but is cyclical because of ship movement. Special instructions for receipt of Anthrax vaccinations will be processed IAW SECNAV Instruction 6230.4, Annex D, Department of Navy Anthrax Vaccination Implementation Program.

#### 5.2.1.2 Material Turned-In To Store (MTIS)

Ships and shore activities turn in various types of material to the depot for MTIS processing. These turn-ins are to be limited to Ready-For-Issue (RFI) material ("A" condition). The items will range from DLRs, BP28 material, customer returns, and consumable materiel received in its original unopened manufacturer's packaging, opened packaging or no packaging.

Due to the nature of the MTIS requirements, workload surges are expected when a battle group returns to port or when ships have been designated for decommissioning. During these events, the depot essentially functions as the Base Supply activity for the Navy. Prior to off-load/turn-in of MTIS material, the PA shall meet with representatives from the ship(s) or shore to ensure proper coordination of the activities. Who initiates meetings and what is the purpose?

Technical Exhibit 1.1 provides historical workload and Technical Exhibit 1.2 provides projected workload for MTIS.

The processing of MTIS is IAW:

- NAVSUPINST 4440.157A, Material Turned In To Store (MTIS)
- DLA-MMLSD Memorandum, date? New Policy on Product Evaluation of DLA-Managed and Service-Managed Material at Distribution Depots
- Supply Operations Policy & Procedures Memorandum No. 92-07, DLA Depot Product Receipt Evaluation Process (PREP)
- DLAI 4140.55, Reporting of Supply Discrepancies;
- MILSTD 2073-1 and subsequent updates
- Standard Practice for Military Packing
- DLAI 4145.12, The DLA Packaging Program, and
- FY00 DOD Stock Readiness Program Guidance. FY 01, 02 etc.?

The PA shall develop a report for MTIS items, by customer, that identifies the number of items repackaged, type of container, and price associated with packaging. These spreadsheets will be forwarded to the KO or designee on a monthly basis.

### **Unopened Returns**

When items received are in unopened packages, the PA shall evaluate the items based on Kind, Count, and Condition (KCC) criteria. The PA shall receive the unopened returns and verify that the data on the turn-in document matches data on item packaging by NSN, Cognizant Symbol (COG), Unit of issue, Quantity and Condition Code. The PA shall reject MTIS materiel if it is hazardous materiel, licensed radioactive material, medical supplies, or equipment in Federal Supply Classes 6505, 6508 or 6550, and ensure that any handling, temporary storage and transporting is done in accordance with applicable regulations. The PA shall downgrade an item to scrap and turn in to the DRMO, if the item cannot be positively identified or the item is a consumable and cannot be accepted as "A" condition.

The PA shall accept MTIS materiel as "A" condition if the item packaging identifies the item as

- In a manufacturer's original packaging and undamaged (visual inspection).
- A repairable item which has an RFI tag signed by the Intermediate Maintenance Activity (IMA) Maintenance Officer, legible certification and the certification date is less than one year old.

When unopened packages are damaged, the PA shall perform an evaluation to verify item identification, quantity, package marking, and packaging integrity on the unit pack. If the packaged items are undamaged, the item shall be accepted as "A" condition. (When unopened packages that are damaged contain ESD material, the package will be treated as if it were opened.) All repackaging requiring PPP&M shall be performed in accordance with C5.5.1.

### **Opened Returns**

When items are not in a package or are in an opened package, the PA shall verify bare item part number by cross-referencing to the correct NSN. The PA shall make positive identification of the material using item description criteria defined in FED-LOG or similar technical data, or data from the DSS receipt inspection file. The PA shall reject MTIS materiel if it is hazardous materiel, licensed radioactive material, medical supplies, or equipment in Federal Supply Classes 6505, 6508 or 6550, and ensure that any handling, temporary storage and transporting is done in accordance with applicable regulations. The PA shall downgrade an item to scrap and turn in to

the DRMO, if the item cannot be positively identified or the item is a consumable and cannot be accepted as "A" condition.

The PA shall accept the MTIS material as "A" condition if a positive identification of the material is made and it is:

- A repairable item that has an RFI tag signed by the Intermediate Maintenance Activity (IMA) Maintenance Officer, legible certification and the certification date is less than one year old, and the item was transferred from customer to depot in a manner that protected the item from damage, or
- A non-repairable consumable and the inspection and evaluation leave no doubt that the item can be issued in "A" condition.

All repackaging of "A" condition items requiring PPP&M shall be performed in accordance with C-5.5.1.

The PA shall process the MTIS material as "F" condition if a positive identification of the material is made and it is:

- A repairable item that has been damaged;
- A repairable item that does not have an RFI tag;
- A repairable item that does not have a legible certification or the certification is more than a year old; or
- ESD material

Repairable items downgraded to "F" condition after the MTIS screening shall be packed/repackaged to the minimal packaging level of protection to ensure adequate materiel protection and to maximize efficiencies for storage utilization. For ESD materiel received in an ESD-bag that is opened or damaged, the PA shall repackage the material in accordance with MIL STD 2073-1, process as "F" condition, and initiate a SDR.

## 5.2.2 STANDARDS

ACTIVITY	STANDARD	APL	MEASUREMENT UNIVERSE
<b>Receipt Processing</b> – New Procurement and Retail Returns	Tailgate/Turn-in to Stow and post to accountable record in one day or less average	≤ 1 day Average each month (MIS Data Element: 10117)	New procurement and retail return lines received per month.
<b>Receipt Processing</b> – Wholesale Returns and Redistributions	Tailgate/Turn-in to Stow and post to accountable record in three days or less average	≤ 3 days Average each month (MIS Data Element: 10817 and 11317)	Wholesale returns and redistribution lines received per month.

ACTIVITY	STANDARD	APL	MEASUREMENT UNIVERSE
<b>Receipt Processing</b> – Receipts from maintenance	Tailgate/Turn-in to Stow and post to accountable record in one day or less average	≤ 1 day average each month (MIS Data Element 10417)	Receipts from maintenance processed per month
<b>Receipt Processing</b> – Unserviceable Returns	Tailgate/Turn-in to Stow and post to accountable record in three days or less average	≤ 3 day average each month (MIS Data Element 10317)	Unserviceable Return Receipts processed per month

### 5.2.3 DOCUMENTATION REQUIREMENTS

The following table depicts the range of documents the PA shall be prepared to process based upon the receiving activity. A copy of each form is provided at the A-76 homepage at: <http://www.supply.dla.mil/a76/secondround/>.

Receiving Activity	Documentation	Type of Receipts
Traffic Management	SF 1200 DD 1907 SF 361	A, B & C C C
Offload Materiel	DLA 1224 DLA 1231 DD 1149 DD 1155 DD 1750 DD 1907 SF 361 Carrier Manifest Packing List Carrier Documentation	A & B A & B A, B & CA, B & C A, B & C A, B & C A, B & C A, B & C A, B & C A, B & C A, B & C
Tally	DD 1149 DD 1155 DD 1750 DD 1907 SF 1103-B Carrier Manifest Packing List Carrier Documentation	B & C A & C A, B & C A, B & C A, B & C A, B & C A, B & C A, B & C A, B & C
MTIS	DD 1348—1A MEDVIS Form OPDOC	

Building	Receiving Sources	Special Conditions
#2023 Mayport	All types of deliveries from on base customers	Temporary/overnight Bin, Medium, and Heavy Bulk storage  Hazardous and Radioactive

### 5.3 STORAGE

The PA shall perform storage processes that result in materiel stored in a condition which ensures prevention of damage or deterioration of materiel and results in the optimal and efficient use of storage space as detailed in DoD 4145.19-R-1, Chapters 1, 2, 3, 5, 7, Storage and Warehouse Facilities and Service, DLAM 4145.12, Paragraph E-3, Storage and Materiel Handling, NAVSUP 4419.C, G Condition Management Instruction and IAW inventory accuracy standards specified in Section C-5.3.3, Standards. The PA shall protect stock from pest infestation and report damages IAW DLAI 4145.31, Paragraph E, Integrated Stored Products Pest Management and ensure that the storage of hazardous material, radioactive items, and compressed gases is IAW DLAI 4145.11, DLAM 4145.8, and DLAI 4145.25, respectively, and Federal, State, local laws and regulations. The PA shall participate in the Top 100 Weight and Cube NSN Program IAW DDC-TO letter, Subject: Top 100 Weight and Cube NSN Program. The PA shall receive 100 NSNs each month to weigh and measure and submit the required report to the KO or designee at the end of each month.

Storage activities are currently performed on all materiel located in designated work environments described in C-5.3.5.

#### 5.3.1 REQUIREMENTS

The PA's storage actions shall result in:

- **Routine Care of Supplies in Storage (COSIS)** activities include, but are not limited to, insuring supplies and equipment in storage are preserved and maintained in a ready-for-issue/use condition through inspection and actions taken to correct and prevent deterioration of serviceable/unserviceable materiel. This includes cyclic inspection and surveillance testing of materiel in storage required to detect deterioration of materiel and/or packaging and minor repair requirements IAW the DoD Stock Readiness Program guidelines and DLAR 4145.4, Chapters 1, 2, 3, and 5: Care of Supplies in Storage (COSIS) Inspection, Reporting and Readiness. Minor repair on packaging will be documented and accomplished IAW Section C-5.5.1 for PPP&M. Repairs exceeding the limits of minor repair shall be documented on DD Form 1225. Corrective action will be as directed by the ICP IAW Section C-5.5.1 for PPP&M.
- **Cyclic Inspection** includes the selection and examination of sampling of all shelf-life materiel in storage to determine their quality and to evaluate conformity to established storage serviceability standards; inspection and appropriate testing for shelf-life items; and, reclassification actions directed by item managers as a result of cyclic/periodic inspections. The PA shall survey the condition of materiel and its packaging to insure stored materiel is inspected and maintained to conform to ICP/DSC storage serviceability standards. All shelf life items shall be processed and stored IAW DoD 4140.27-M, Chapter 6, Shelf Life Item Management Manual.
- **Rewarehousing** includes the movement of materiel from one location to another within

Perform post-count validations and pre-adjustment research when DSS generates Inventory Evaluation Research Listings (IERLs)

The PA shall maintain inventory accuracy for stock warehoused at DDJF IAW Section C-5.3.3.

### 5.3.3 STANDARDS

#### 5.3.3.1 QUALITY

ACTIVITY	STANDARD	APL	MEASUREMENT UNIVERSE
Location Accuracy	Physical materiel in location by NSN, Shelf-Life, CC match storage activity locator records	99%	Number of location surveys completed per month
<b>Variable Line Item Inventory Record Accuracy Rate – Overall Goal 95%</b>			
<b>TPIC N: Category A</b> – Unit Price $\geq$ \$1,000	Physical Inventory matches accountable records by NSN, CC, Unit of Issue and Quantity, with a Zero Tolerance on the count variance.	95%	Items/Lines counted at time of TPIC "N" inventory, as tracked and reported by DORRA using Data reported by DSS to MIS
<b>TPIC N: Category B</b> – Unit of Issue not equal to each or on-hand balance greater than 50 & extended value less than \$50,000 or NSN activity greater than 50	Physical Inventory matches accountable records by NSN, CC, Unit of Issue and quantity, with a 10% Tolerance on the count variance.	95%	Items/Lines counted at time of TPIC "N" inventory, as tracked and reported by DORRA using Data reported by DSS to MIS.
<b>TPIC N: Category C</b> – Date of Last Inventory > 24 months & on hand balance < 50	Physical Inventory matches accountable records by NSN, CC, Unit of Issue and quantity, with a 5% Tolerance on the count variance.	95%	Items/Lines counted at time of TPIC "N" inventory as tracked and reported by DORRA using Data reported
<b>TPIC N: Category D</b> – Other	Physical Inventory matches accountable records by NSN, CC, Unit of Issue and quantity, with a Zero Tolerance on the count variance.	95%	Items/Lines counted at time of TPIC "N" inventory as tracked and reported by DORRA using Data reported by DSS to MIS.
Overall Variable Line Item Accuracy Rate*	Owner balance records match the physical assets in storage in regard to item quantity and CC	95%	As calculated by DORRA by combining the results of Categories A, B, C and D above.
Inventory – Pilferable	Physical Inventory matches accountable records by NSN, CC, Unit of Issue and quantity	100%	All Pilferable inventory in storage.
Inventory – Controlled Items	Physical inventory matches accountable records by NSN, CC, Unit of Issue and Quantity	100%	All Controlled inventory in storage.

\*Recognizing that individual distribution sites have unique line item profiles, the requirement to meet line item categories A-D in the above standard shall take precedence over the Overall Variable Line Item accuracy rate.

### 5.3.3.2 TIMELINESS

Additionally, the PA shall meet or exceed the following:

**(MIS Elements are available in TE 3)**

ACTIVITY	STANDARD	APL	MEASUREMENT UNIVERSE
<b>Inventories C, D, H, J</b>	Inventories (including pre-adjustment research) are completed within system generated timeframes	<b>95%</b>	Inventories requested and completed per month
<b>Inventories N</b>	Inventories controlled and dropped by DDC (including pre-adjustment research) are completed within system generated timeframes	<b>100%</b>	Inventories per occurrence, using procedures provided by the DDC (example available in the Technical Library, 4QFY99-TPIC-N document)
<b>Inventories L</b>	Inventories controlled and dropped by DDC (including pre-adjustment research) are completed within system generated timeframes	<b>100%</b>	Inventories per occurrence, using procedures provided by the DDC (example available in the Technical Library, WCF INV)
<b>Inventories G</b>	Inventories scheduled by the PA and coordinated with the KO or designee (including pre-adjustment research) are completed within system generated timeframes	<b>100%</b>	Inventories per occurrence
<b>Inventories E, T, V</b>	System generated inventories (including pre-adjustment research) are completed within system generated timeframes	<b>100%</b>	Inventories requested per month.
<b>Location Survey</b>	Completion of location survey schedule	<b>100%</b>	Location surveys completed IAW submitted schedule.
<b>Causative Research</b>	Investigations initiated by the Causative Research Voucher or Inventory Adjustment Voucher are completed NTE 45 days from the date the adjustment is posted	<b>95%</b>	Causative Research lines completed per month.
<b>Investigation of Financial Liability</b>	Investigation of financial liability and DD Form 200 completed within 10 days from initiation	<b>100%</b>	All financial Liability Investigations initiated per quarter.



The PA shall be available to respond to emergency off-line requests during non-duty and duty hours, as well as be prepared to respond to major surges in issues in support of emergency planning exercise or real-world situations. Processing of emergency requests may require the PA to provide at no additional cost to the Government:

- same/next day receipt by customer
- special CBL or GBL processing
- deliveries to a carrier's facility for transportation
- processing bearer walk-through requests, which shall require the PA to input the
- requisition in DSS to generate a pick, interrupt. The Bearer will be physically present at the depot awaiting issue of the material, which will be transported back to the duty station by the Bearer

Issue actions shall result in:

- **Stock Selection** includes the physical handling and movement of materiel from point of storage, preparation of shipment units; and, unitization and palletization. The PA shall pick the materiel as identified and update DSS or G-MAN as appropriate. The PA shall perform perpetual inventories during the pick process at the bin face when prompted by DSS.
- **Denial Research** includes all efforts to locate materiel after initial issue efforts result in complete or partial shortage of the quantity and/or condition required to fill a MRO, DRO, or RDO; research results in minimizing number of denial actions; and document processing in connection with partial and total quantity denial actions. The PA shall perform denial research if requisitioned stock is not available in the quantity and/or condition required to satisfy the customer requisition.
- **Packing** and packaging shall be accomplished to minimum military requirements IAW DLA 4145.12, Section E, Paragraph 3, The DLA Packaging Program, MILSTD 2073-1 and subsequent updates, Standard Practice for Military Packaging, MIL STD 129N, Standard Practice for Military Marking, MIL HDBK 774, Palletized Unit Loads, customer requirements and DSS packaging data. Hazardous materiel packaging shall comply with all applicable Federal Regulations and modal requirements and shall be certified IAW DLAD 4145.41, Section E, Packaging of Hazardous Materiel. In addition, the PA shall package Hazardous and Radioactive materiel IAW IATA, AFJMAN 24-204, Preparing Hazardous Materials for Military Air Shipments, IMDGC, DLAD 4145.41, Packaging of Hazardous Materiel, and MIL HDBK 6065.5-L, DoD Hazardous Material Information System Hazardous Item Listing. The PA shall provide containers required to support the packing requirements. Packing activities are provided for other government activities located at the NAS Jacksonville and NS Mayport on request. Requirements above minimum military requirements for packing and customer-requested container work orders are addressed in Section C-5.5.1, Special Functions for Preservation, Packaging, Packing, & Marking.
- **Demilitarization (DEMIL)** The PA shall process Disposal Release Orders (DRO) when received from the Inventory Control Points. On DEMIL G, P or other certification-required material, the PA shall hold these items pending receipt of disposition guidance from the local DRMO or DRMS. The PA shall report the imminent turn-in of DEMIL G, P or other certification required type material to DRMS, by providing the stock number, quantity, condition code and other information that is

believed to be pertinent to the request. DRMS shall provide required disposition instructions on a case by case basis to the PA. All material awaiting DEMIL instructions shall be staged by the PA, until material can be transferred to the local DRMO or disposed of IAW disposition instructions received. Classified material awaiting demilitarization guidance must still be maintained in an area approved for the storage of classified material. Any discrepancies associated with DRMS support or in obtaining disposition instructions shall be immediately reported to the KO or designee for resolution. DEMIL will be accomplished by DRMO and will be processed and managed IAW DoD 4160.21-M-1 and NAVICPINST 4355.5M.

## **5.5 SPECIAL FUNCTIONS**

### **5.5.1 PRESERVATION, PACKAGING, PACKING, AND MARKING (PPP&M) AND CONTAINER FABRICATION**

The PA shall provide preservation, packaging, packing, and marking of materiel received, stored, and/or shipped by DDJF. PPP&M, to include obtaining or fabricating containers, shall be accomplished IAW customer requirements and/or: MIL STD 2073-1, Standard Practice for Military Packaging; MIL STD 129N, Standard Practice for Military Marking; DLAD 4145.7/AR 700-15, Packaging of Materiel; DLA 4145.12, The DLA Packaging Program; Navy CD-Package; DSS packaging information; and, the DoD Stock Readiness Program. Hazardous materiel shall be packaged IAW 49 CFR, MIL STD 129N IMCDG, IATA, and DLAD 4145.41, Packaging of Hazardous Materials. Returns from the organic repair site (NADEP Jacksonville) shall be processed through BREES to update UADPS-SP records, which subsequently updates DSS via the DSS Web-Bridge. PPP&M shall be accomplished, as appropriate, for field returns, MTIS, materiel shipped from commercial or organic repair sites, vendors, etc.

#### **5.5.1.1 PPP&M FOR CARE OF SUPPLIES RECEIVED OR IN STORAGE**

The PA shall ensure PPP&M is performed on materiel received that is improperly packaged or marked, materiel in storage where packaging has deteriorated or is damaged, materiel to be shipped, MTIS, and for special packaging support, to include non-routine COSIS, on request of customer or owner/manager. Special packaging support may be required due to change in item configuration, NSN, unit of issue, or similar situations. The PA shall perform PPP&M on ESD components IAW MIL HDBK 263, Electrostatic Discharge Control Handbook for Protection of Electrical and Electronic Parts, Assemblies, and Equipment (excluding Electrically Initiated Explosive Devices). For Electronic Static Discharge (ESD) MTIS materiel that is received in the E-bag that is not opened or damaged, the PA shall pack IAW MIL STD 2073-1 and subsequent updates. The PA shall perform PPP&M on Industrial Plant Equipment IAW MIL STD 107H, Preparation and Handling of Industrial Plant Equipment for Shipments and Storage, and MIL HDBK 701C, Blocking, Bracing, and Skidding of Industrial Plant Equipment for Shipment and Storage. Materiel packaged shall conform to an acceptable level of packaging protection to meet packing specifications or contract requirements to include re-marking and re-packing of items for storage that require obtaining/fabricating wooden external containers (crating) or obtaining reusable shipping containers. The FISC manages the reusable shipping container program. The PA shall provide containers to support the PPP&M process. If the PA fabricates containers, special load bearing requirements and material configuration shall be considered to manufacture containers. If there are no specific requirements identified, packaging shall be accomplished IAW all applicable specifications. The PA shall research appropriate records to identify specific requirements of the managing Service or customer specific requirements.

If the PPP&M for a new procurement receipt is anticipated to cost more than \$250, the PA shall suspend the materiel in "K" condition and forward an SDR to the ICP for disposition instructions IAW DLAR 4140.55, Reporting of Item and Packaging Discrepancies. All PPP&M costing less than \$250 for DLA ICPs and less than \$200 for all other ICPs shall be performed without first obtaining ICP approval.

The PA shall perform PPP&M on materiel upon customer request (DD Form 1149). The PA may submit a proposal to use best commercial practices for packaging and marking. The PA shall obtain approval from the KO or designee for all proposed PPP&M deviations prior to use. The applicable levels of protection are Level A, Level B and Minimum Military packing (formerly known as Level C).

#### **5.5.1.2 PPP&M IN SUPPORT OF THE DISEASE VECTOR & ECOLOGY CONTROL CENTER AND OTHERS**

The PA shall accomplish packing and packaging for the Disease Vector & Ecology Control Center, Naval Hospital and the Marines IAW DLA 4145.12, paragraph E-3, DLAD 4145.41, MIL STD 2073-1, MIL STD 129N, and customer requirements. The PA may receive requests via a phone call or a personal visit. Requests are generally of an urgent nature and may require the PA to work outside of normal work hours to complete packing/packaging requests. The customer will be responsible for transportation of the materiel.

#### **5.5.1.3 PPP&M IN SUPPORT OF NADEP JACKSONVILLE**

The PA shall perform PPP&M on returns received from organic repair facilities in Buildings 108, 109 and NADEP Building 797. Upon delivery, the PA shall immediately receive the return and induct it into DSS with a temporary stow location in Buildings 108, 109 or NADEP Building 797. These actions make the return visible to the owner/manager and accessible for immediate issue. If an issue is received for the return prior to the completion of PPP&M, the PA shall expedite the PPP&M and upon completion immediately ship the return. If no issue has been received for the return, the PA shall move the return to a permanent storage location once PPP&M is completed.

The PA shall perform PPP&M on returns in a manner that conforms to the acceptable level of packaging protection as required by packing specification MIL STD 2073-1, Standard Practice for Military Packing or customer requirements. The PA shall also obtain or fabricate wooden external containers (crating) or obtain reusable shipping containers. All containers shall be marked or re-marked as required for issue or storage. In the event that there are no reusable shipping containers available and no alternate container specifications, the PA shall contact the ICP for guidance on obtaining reusable shipping containers or alternate container specifications. Special packaging support may be required IAW DLAR 4145.7, Packaging of Materiel, due to change in item configuration, NSN, unit of issue, or similar situations. Returns from organic repair facilities typically surge at the end of each quarter.

#### **5.5.1.4 ON-DEMAND CONTAINER FABRICATION**

Upon receipt of a customer work order, the PA shall develop a price estimate and completion date for repair and/or construction of a shipping and/or storage container IAW customer requirements, and current military or American Society for Testing and Materials (ASTM) specifications. The PA's estimate shall include the construction and/or installation of wooden parts or dunnage or sections required to secure or encase items in the containers. The PA shall also include a separate itemized price for packing and shipping. In some cases, the items requiring container manufacturing are too large to move from the customer location, and the PA will be required to transport the container to the item needing packed. The PA shall submit the estimate to the KO or designee, and shall proceed only after receiving written authorization.

If the customer does not pick up the materiel and requests packing and shipping services, the PA must first obtain written authorization from the KO or designee, if not previously approved, prior to performing either the packaging or shipping function. Work orders may be received via phone call, message, FAX, written explanation, or work request. The materiel shall be entered into DSS as a non-accountable asset to create the work order for the requested service.

### 5.5.1.2 DOCUMENTATION REQUIREMENT

The following table depicts the range of documents the PA shall be prepared to process based upon the PPP&M activity. A copy of each form is provided at the A-76 homepage at <http://www.supply.dla.mil/a76/secondround/>.

Activity	Documentation
PPP&M	DD 1348-1 DD 1149 DD 1225 SF 364 ZUD Label NRFI Label OPDOC
Container Fabricaton	DD 1348-1a DD 1149 DLA 161 DLA 163 DLA 1759 Items Packed Log

### 5.5.1.3 BUILDINGS

**The following table represents the existing facilities utilized for the packaging and marking process.**

Building/Warehouse	Commodities	Special Conditions
Bldg. 108 North Area	All types of materials including classified items, pilferable items, and ESD items. Bin and medium bulk	Security clearance needed to pack classified materiels.
Bldg. 109 North Area	Classified and Pilferable items and weapons. Medium and heavy bulk.	
Bldg. 110 North Area	Bin and medium bulk consumables	
Bldg. 797 Packing only NADEP Area	HPT Compressors Medium Bulk	<ul style="list-style-type: none"> <li>Bulk Locations</li> <li>Ground level w/ roll-up doors</li> </ul>

## TABLE ONE MANDATORY

The PA shall perform IAW all requirements of the following DoD/DLA documents. In addition to the documents listed below, the PA shall comply with all other applicable federal, state and local laws and ordinances, and regulations. (OSHA, DOT, EPA, etc.,)

MANDATORY DIRECTIVES/ PUBLICATION NUMBERS	DATE	TITLE
	Mar 92	DLA Depot Product Evaluation (PREP) Manual
49 CFR	Oct 96	Transportation Parts 100-180
AFJMAN 24-204	Mar 97	Preparing Hazardous Material For Military Air Shipment,(DLAI 4145.3)
	Dec 97	Electronic Personnel Security Questionnaire Customer Manual
DDCD 7500.1		Financial Liability Investigation of Property Loss
DDCM 6055.2	Sep 98	Radiation Protection Program
DDC-T Policy Letter		Storage Space Management Reporting
DDC-TO Policy Letter	Sep 98	FY99 DLA Depot Monthly Performance Report Requirements
DDC-TO	Jul 99	Improved Inventory Accountability Processes
DDC-TO	Jun 99	DoD Stock Readiness Program
DDC-TO	Jun 99	Improved Inventory Accountability Processes
DDC-TO		Top 100 Weight and Cube NSN Program
DDJF HSI 4145.1	Jan 00	Handling Misdirected/Frustrated Material
DDJF HSI 4145.2	Jan 00	Materiel Turned-In To Store (MTIS)
DLAD 4140.69	Jan 99	Inventory Adjustment Research Policy
DLAD 4145.7	Mar 98	Packaging of Materiel
DLAD 4145.41	Jul 96	Performance Oriented Packing Of Hazardous Material
DLAD 5200-1R	Jan 97	Information Security Program
DLAI 4145.11	Jan 99	Storage and Handling of Hazardous Materials
DLAI 4145.12	May 99	The DLA Packaging Program
DLAI 4145.25	Jan 90	Storage and Handling of Compresses Gasses and Liquids in Cylinders
DLAI 4145.31	May 97	Integrated Stored Products Pest Management
DLAI 4500.36	Mar 97	Management, Acquisition, and use of DLA Operating Equipment
DLAI 5710.1	Aug 94	Physical Security Manual
DLAM 4140.2 VOL. I	Apr 65	Supply Operations Manual, Distribution System Procedures
DLAM 4140.2 VOL. II	Jul 99	Supply Operations Manual, Defense Supply Center, Supply Operating Procedures
DLAM 4140.2 VOL. III	Mar 84	Supply Operations Manual, Defense Transportation and Supply Procedures
DLAM 4145.7	Jun 91	Preparation of Freight for Airlift Transportation

MANDATORY DIRECTIVES/ PUBLICATION NUMBERS	DATE	TITLE
DLAM 4145.8	Apr 85	Radioactive Commodities in the DoD Supply Systems (in revision)
DLAM 4145.11	Apr 94	Storage and Handling of Hazardous Material
DLAM 4145.12 (Joint Manual)	Apr 94	Storage and Materials Handling
DLAM 4745.3/AFJMAN 24.204	Mar 97	Preparing Hazardous Material for Military Air Shipments
DLAM 4745.40	Jan 98	DSS Manual
DLAR 4145.4	July 82	Care of Supplies in Storage (COSIS), Inspection, Reporting, and Readiness
DLAR 4140.55	Dec 91	Reporting of Item & Packaging Discrepancies
DLAR 4145.11C		Safeguarding of DLA Sensitive Inventory Items, Controlled Substances
DLAR 4145.25	Jan 90	Storage and Handling of Compressed Gases and Liquids in Cylinders, and of Cylinders (in revision)
DLAR 4155.37	Feb 93	Materiel Quality Control Storage Standards with recent updated appendices available at
DLAR 4500.15	Aug 92	Reporting of Transportation Discrepancies in Shipments (RCS:MTMC-54)
DLAR 4510.8	Dec 84	CONUS Military Installation Materiel Outloading and Receiving Capability Report
DLAR 5200.12	Jun 87	DLA Information Security Program (Standards for Handling Classified Materiel)
DLAR 5200.12R		Standards for Handling Classified Materiel
DLSC-LDD	Aug 99	DoD FY00 Stock Readiness Program Including COSIS For FY00
DoD 2000.12, Section 2.2		DoD Combating Terrorism Program
DoD 4000.25-1-M	May 87	Military Standard Requisitioning and Issue Procedures (MILSTRIP)
DoD 4000.25-2-M	May 87	Military Standard Transaction Reporting and Accounting Procedures (MILSTRAP)
DoD 4140.27-M	Sept 97	Shelf Life Item Management Manual
DoD 4145.19-R-1	Sep 79	Storage And Materials Handling
DoD 4160.21-M	Aug 97	Assistance to DoD Activities Generating Excess Material
DoD 4160.21-M-1	Oct 91	Defense Demilitarization Manual
DoD 4500.32-R	Mar 87	Military Standard Transportation and Movement Procedures (MILSTAMP)
DoD 4500.9	Aug 95	Defense Transportation Regulation
DoD 5200.1-R	Jan 97	Information Security Program
DoD 5205.2	July 83	DoD Operations Security Program
DoD 5220.22M		National Industrial Security Program Operating Manual (NISPOM)
DoD 5220.22R	Dec 88	National Industrial Security Program (NISP)
DoD 5220.22S		COMSEC Supplement to Industrial Security Manual for Safeguarding Classified Information

MANDATORY DIRECTIVES/ PUBLICATION NUMBERS	DATE	TITLE
DoD 7000.14-R, Vol 12	Sep 96	DoD Financial Management Policy and Procedures
DoDD 2000.12	Apr 99	DoD Combating Terrorism Program
DoDI 5240.6	Jul 96	Counterintelligence (CI) Awareness and Briefing Program
MIL STD 107 H	Sep 90	Preparation and Handling of Industrial Plant Equipment for Shipment and Storage.
MIL STD 129 N	May 97	Standard Practice for Military Marking <a href="http://www.dodssp.daps.mil">http://www.dodssp.daps.mil</a>
MIL HDBH 701C	Sep 89	Blocking, Bracing and Skidding of Industrial Plant Equipment for Shipment and Storage
MIL HDBK 774	Mar 96	Palletized Unit Loads
MIL HNBK 263	Jul 94	Electrostatic Discharge Control Handbook for Protection of Electrical and Electronic Parts, Assemblies and Equipment (excluding Electrically Initiated Explosive Devices)
MIL HDBK 6065.5-L		DoD Hazardous Material Information System Hazardous Item Listing



## TECHNICAL EXHIBITS

- Technical Exhibit 1.1 - Historical Workload
- Technical Exhibit 1.2 - Projected Workload
- Technical Exhibit 1.3 - Historical Supply Requirements
- Technical Exhibit 2.1 - Government Furnished Facilities
- Technical Exhibit 2.2 - Government Furnished Equipment: (MHE)
- Technical Exhibit 2.3 - Government Furnished Equipment: (MMHE)
- Technical Exhibit 2.4 - Government Furnished Equipment: (ADPE)
- Technical Exhibit 2.5 - Government Furnished Equipment: Miscellaneous Warehouse Equipment
- Technical Exhibit 2.6 - Government Furnished Equipment Office Equipment
- Technical Exhibit 2.7 - Government Furnished Materials
- Technical Exhibit 2.8 - Government Furnished Property Under Warranty
- Technical Exhibit 3 - TPIC Codes
- Technical Exhibit 4 - System Configuration Requirements
- Technical Exhibit 5 - Historical Transportation Costs
- Technical Exhibit 6 - Load and Maintain DSS File Listing
- Technical Exhibit 7 - Facility Project Information
- Technical Exhibit 8 - Local Delivery Locations
- Technical Exhibit 9 - NavExpress Delivery Schedule
- Technical Exhibit 10 - DSS Training Modules

## TECHNICAL EXHIBIT 1.1 – HISTORICAL WORKLOAD

<b>5.2 Receiving</b>				
<b>Type Receipt</b>	<b>1996</b>	<b>1997</b>	<b>1998</b>	<b>1999</b>
Bin Receipt	69721	45528	74654	64200
Medium Bulk Receipts	165532	135363	147647	131922
Heavy Bulk Receipts	11568	10372	10314	8298
Hazardous Receipts	1052	706	688	199
<b>Total Receipts</b>	<b>247873</b>	<b>191969</b>	<b>233303</b>	<b>204619</b>
<b>Incoming Transshipments (DTOs/MFs)<sup>1</sup></b>	<b>1996</b>	<b>1997</b>	<b>1998</b>	<b>1999</b>
On Base Jacksonville	NA	54546	127978	114065
On Base Mayport	NA	102757	88630	101564
<b>Total DTOs/MFs</b>	<b>184818</b>	<b>157303</b>	<b>216608</b>	<b>215629</b>
Off Base Jacksonville <sup>2</sup>	NA	12806	8752	10954

<sup>1</sup> FY96 system data not available to break out incoming transshipments (DTOs/MFs)

<sup>1</sup> DTO/MFs listed above should be added to Issue totals to capture total unit cost workload

<sup>2</sup> Off-base DTO/MFs workload counts are included as an medium bulk issue workload under 5.4 data

<b>5.2 FY99 MTIS Workload <sup>1</sup></b>			
<b>Workload By Month</b>	<b>Total Workload</b>	<b>USS Kennedy</b>	<b>NADEP</b>
<b>October</b>	9161	294	2250
<b>November</b>	6424	61	1367
<b>December</b>	4916	693	1868
<b>January</b>	4274	2570	522
<b>February</b>	4414	2398	512
<b>March</b>	4717	1905	957
<b>April</b>	6418	1745	1351
<b>May</b>	6073	1986	1123
<b>June</b>	5323	2176	685
<b>July</b>	4587	925	1260
<b>August</b>	3409	176	640
<b>September</b>	2048	174	637
<b>Total Workload for FY99</b>	<b>61764</b>	<b>15103</b>	<b>13172</b>

Note 1: MTIS Workload is included in total receipt workload listed above.

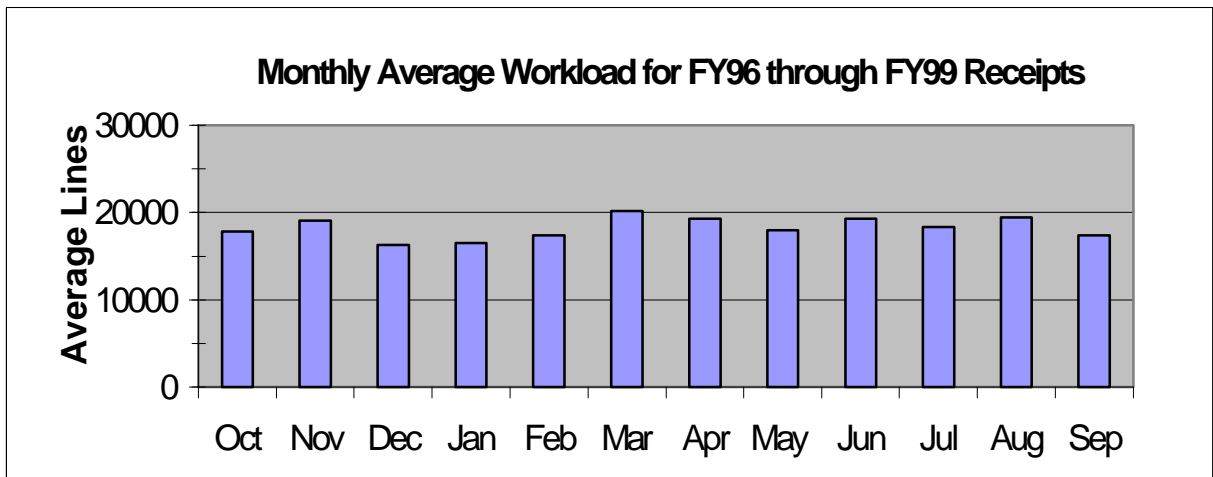
USS Kennedy, and NADEP workload is included in total workload column

<b>5.2 Misdirected/Frustrated Material</b>	
	<b>Aug-Nov 99</b>
Number of Shipments	386

## TECHNICAL EXHIBIT 1.1 – HISTORICAL WORKLOAD

5.2 Receipt Type	1996	1997	1998	1999
New Procurement	N/A	21895	23636	22846
Returns	N/A	99730	142246	113848
Redistributions	N/A	64685	62714	58770
Manual Counts	NA	5659	4706	9154
Total Type of Receipts	NA	191969	233302	204618
BRAC Receipts	1449	212	2507	10

### Average Monthly Workload for Receipts



## TECHNICAL EXHIBIT 1.1 – HISTORICAL WORKLOAD

### 5.3 Storage

Statistical Random Performance Sample Inventory									
Variable Line Item Accuracy:									
Strata <sup>1</sup>	T	2nd Quarter FY99				4th Quarter FY99			
		A	PL	SL	QC	A	PL	SL	QC
A - Unit Price > \$1,000	0%	96.81%	35068	470	4,273	98.37%	33227	184	1,269
B - Unit of Issue not equal to Each - OR On Hand Bal > 50 - AND Ext \$ Val < \$50K - OR Activity > 50	10%	89.41%	19402	255	66,968	90.85%	16894	164	95,094
C - On-Hand Bal < 50 - AND Date of Last Inv > 24 Mo	5%	92.97%	22252	256	2,027	98.55%	21666	69	526
D - Other	0%	95.16%	55332	124	1,193	95.56%	51944	45	829
Overall		94.21%	132054	981	74,461	95.45%	123731	462	97,718
Strata <sup>1</sup>	T	2nd Quarter FY00				Column Codes			
		A	PL	SL	QC	T = tolerance A = Accuracy PL = Population Lines SL = Sample Lines QC = Quantity Count			
A - Unit Price > \$1,000	0%	98.13%	33227	112	362				
B - Unit of Issue not equal to Each - OR On Hand Bal > 50 - AND Ext \$ Val < \$50K - OR Activity > 50	10%	89.87%	16894	164	52,964				
C - On-Hand Bal < 50 - AND Date of Last Inv > 24 Mo	5%	94.29%	21666	72	653				
D - Other	0%	93.88%	51944	49	322				
Overall		93.49%	123731	397	54,301				

Note 1: Data for prior year samples is not provided due to the fact that stratification criteria changed upon implementation of DSS.

	FY97			FY98			FY99		
Controlled Items	LI	L	A	LI	L	A	LI	L	A
Classified	320	NA	100%	179	270	100%	165	222	100%
Radioactive	61	NA	96.7%	60	NA	100%	36	116	100%
	FY97			FY98			FY99		
	LI	L	A	LI	L	A	LI	L	A
Pilferable Items	732	NA	95.9%	274	400	94.9%	277	702	95.1%

#### Column Codes

LI = Line Items  
L = Locations  
A = Accuracy  
NA = Not Available

## TECHNICAL EXHIBIT 1.1 – HISTORICAL WORKLOAD

<b>5.3 Storage Workload</b>				
<b>Type <sup>2</sup></b>	<b>FY1996</b>	<b>FY1997</b>	<b>FY 1998</b>	<b>FY 1999</b>
Location Surveys Completed	NA	9916	5746	4560
Type "C" Inventories <sup>1</sup>	NA	NA	1082	8556
Type "E" Inventories <sup>1</sup>	NA	NA	1282	2394
Type "G" Inventories <sup>1</sup>	NA	NA	3043	4180
Type "N" Inventories <sup>1</sup>	NA	NA	NA	808
Type "R" Inventories <sup>1</sup>	NA	NA	2123	9374
Type "T" Inventories <sup>1</sup>	NA	NA	14170	22193
Denial Research	2120	1689	2323	2954
IERLs <sup>1</sup>	NA	NA	345	794
Informal Inventories	NA	NA	NA	473
Causative Research	423	327	723	927
FLIPLs Completed <sup>3</sup>	NA	NA	6	10
SDRs Research	1304	1430	2317	2926
SDRs Acpted/Cmpltd	503/1233	685/1467	900/1889	823/1374
SITRODS Completed	NA	756	1148	1440
Routine COSIS Actions	NA	NA	NA	NA
Cyclic Inspections <sup>1</sup>	NA	NA	451	3233
Rewarehausings <sup>4</sup>	NA	NA	NA	8028
Rewarehausings from PPP&M <sup>5</sup>	NA	NA	NA	26684

Note 1: System data is not available for FY96 and FY97. FY98 data is from May - September

Note 2: No historical workload for H, I, J, K, L & V Inventories

Note 3: Due to changes in procedures workload numbers for these Fiscal Years do not apply.

Note 4: Rewarehausings include workload for outside storage clean-up.

Note 5: Receipts from Maintenance rewarehoused for storage.

<b>5.4 Issues - Percentage of Quantity per line item by Discrete Category</b>						
<b>FY 99</b>						
<b>Quantity</b>	<b>Bin</b>			<b>Medium Bulk</b>		
	<b>Off-Base</b>	<b>On-Base</b>	<b>Total</b>	<b>Off-Base</b>	<b>On-Base</b>	<b>Total</b>
<b>1</b>	24.16%	19.15%	43.31%	41.47%	25.18%	66.66%
<b>2 To 9</b>	20.54%	14.10%	34.63%	11.38%	9.75%	21.13%
<b>10 To 19</b>	4.77%	2.99%	7.76%	2.49%	1.83%	4.32%
<b>20 To 29</b>	2.29%	1.81%	4.10%	1.01%	1.22%	2.24%
<b>30 To 49</b>	1.62%	0.82%	2.44%	0.75%	0.74%	1.50%
<b>50 To 99</b>	1.91%	1.14%	3.05%	0.70%	1.27%	1.97%
<b>100+</b>	2.57%	2.14%	4.71%	0.82%	1.37%	2.19%
<b>Totals</b>	<b>57.85%</b>	<b>42.15%</b>	<b>100.00%</b>	<b>58.63%</b>	<b>41.37%</b>	<b>100.00%</b>

## TECHNICAL EXHIBIT 1.1 – HISTORICAL WORKLOAD

Quantity	Heavy Bulk			Hazardous			All
	Off-Base	On-Base	Total	Off-Base	On-Base	Total	
1	40.96%	21.25%	62.21%	42.64%	22.64%	65.28%	52.56%
2 To 9	16.25%	8.84%	25.09%	14.34%	8.30%	22.64%	29.33%
10 To 19	4.45%	1.48%	5.93%	5.66%	2.26%	7.92%	6.43%
20 To 29	1.57%	0.81%	2.38%	1.51%	0.75%	2.26%	3.35%
30 To 49	0.94%	0.48%	1.42%	0.38%	0.38%	0.75%	2.06%
50 To 99	0.80%	0.99%	1.79%	0.38%	0.00%	0.38%	2.61%
100+	0.46%	0.72%	1.17%	0.00%	0.75%	0.75%	3.67%
<b>Totals</b>	<b>65.44%</b>	<b>34.56%</b>	<b>100.00%</b>	<b>64.91%</b>	<b>35.09%</b>	<b>100.00%</b>	<b>100.00%</b>

<b>5.4 Issues</b>				
<b>Type of Issue</b>	<b>1996</b>	<b>1997</b>	<b>1998</b>	<b>1999</b>
<b>On-Base Issues</b>				
Bin Issues	169003	140795	154253	119264
Medium Bulk Issues	53846	60732	56692	69570
Heavy Bulk Issues	3317	4860	4988	6096
Hazardous Issues	516	567	293	91
<b>DROs</b>				
Bin Issues	21977	7250	8364	386
Medium Bulk	18890	11236	10972	4107
Heavy Bulk Issues	805	359	140	37
Hazardous Issues	60	38	15	10
<b>RCP Ownership Changes<sup>1</sup></b>				
Bin Issues	5274	5201	14173	23924
Medium Bulk Issues	2556	3359	5619	6434
Heavy Bulk Issues	156	292	230	382
Hazardous Issues	8	11	17	6
<b>Off-Base Issues</b>				
Bin Issues	83288	80111	98648	119602
Medium Bulk Issues	68106	114901	116608	137982
Heavy Bulk Issues	5014	5114	4810	9140
Hazardous Issues	1216	1702	954	202
<b>Total Issues</b>	<b>434032</b>	<b>436528</b>	<b>476776</b>	<b>497233</b>
<b>Outgoing Transshipments<sup>2</sup></b>	NA	31625	30299	29627
Weapons Shipments		15	20	18
<b>Issues from PPP&amp;M<sup>3</sup></b>	NA	NA	NA	12300

## TECHNICAL EXHIBIT 1.1 – HISTORICAL WORKLOAD

<b>Emergency Requisitions</b>				
On base Issues	N/A	N/A	N/A	2155
Off base Issues	N/A	N/A	N/A	5798
<b>Bearer Walk Throughs</b>	N/A	N/A	N/A	1615
<b>RCP Workload<sup>4</sup></b>				
<b>On base Sales</b>				
Bin	N/A	1	1	3
Medium Bulk	N/A	0	1	2
Heavy Bulk	N/A	0	3	1
Hazardous	N/A	0	0	0
<b>Off base Sales</b>				
Bin	N/A	2441	3468	22334
Medium Bulk	N/A	845	1632	2736
Heavy Bulk	N/A	48	103	227
Hazardous	N/A	0	3	0
<b>Issue Cancellations</b>	N/A	N/A	N/A	762

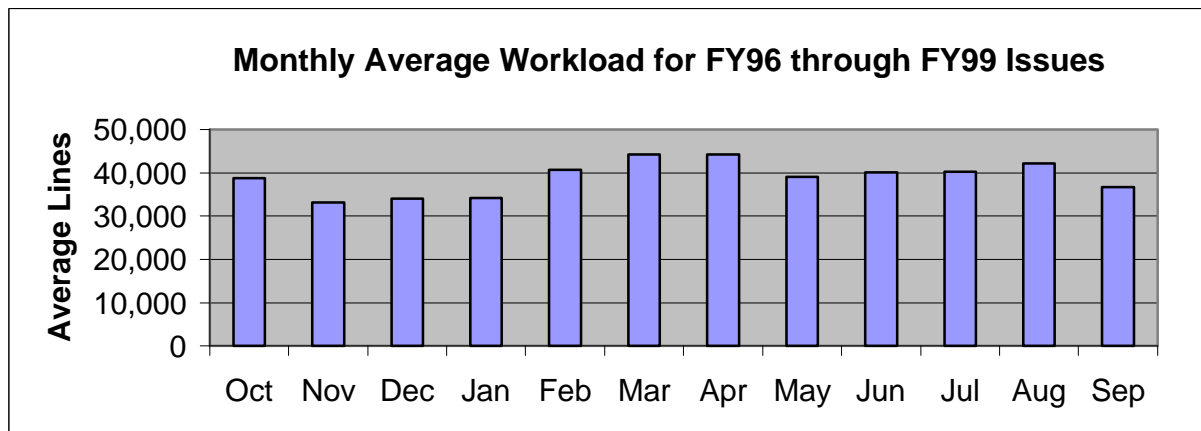
<sup>1</sup> Issue work units are generated when ownership changes occurs. Actual Sales workload is detailed below.

<sup>2</sup> FY96 system data is not available for outgoing transshipments. Outgoing transshipments are included in medium bulk off-base counts listed above.

<sup>3</sup> PPP&M Issues are included in on/off-base workload listed above.

<sup>4</sup> RCP Sales shipment data provided for items shipped to customers during FY.

### Monthly Workload for FY99 Issues (Does not include outgoing transshipments)



## TECHNICAL EXHIBIT 1.1 – HISTORICAL WORKLOAD

<b>5.4 Transportation Modes <sup>1</sup></b>	<b>FY96 <sup>2</sup></b>	<b>FY97 <sup>2</sup></b>	<b>FY98 <sup>2</sup></b>	<b>FY98</b>	<b>FY99</b>	<b>FY99</b>
	<b>All Sites</b>	<b>All Sites</b>	<b>NAS JAX</b>	<b>NS MYPT</b>	<b>NAS JAX</b>	<b>NS MYPT</b>
Surface Small Parcel	51277	61575	23572	530	90106	1602
Truck Load	504	351	538	134	2515	450
Less than Truck Load	5906	5730	3987	586	15589	2027
Local Delivery/Govt Truck	218713	202733	103872	84	202012	147
Air Small Parcel-FedX <150lbs	86700	93886	56534	422	157546	1601
Heavy Weight Air >150lbs	8027	8129	4334	85	10770	500
Container Export Shipments <sup>3</sup>	5453	1532	72	0	94	0
<b>Total</b>	<b>376580</b>	<b>373936</b>	<b>192909</b>	<b>1841</b>	<b>478632</b>	<b>6327</b>

Note 1: Workload broken out by number of lines. Counts include outbound transshipments.

Note 2: 96/97 Data can not be split between Mayport/NAS Jax Sites. 98 Data is from May - September.

Note 3: Container Export shipments will be eliminated in FY00 and out-years with the exception of "surge" conditions.

<b>5.4 Astray Freight Support</b>	<b>Phone Calls</b>	<b>Terminal Visit</b>	<b>Recovered Shipments</b>
Average per Quarter FY 1997	102	14	11
Average per Quarter FY 1998	146	4	2
Average per Quarter FY 1999	66	17	12

<sup>1</sup> Incoming misdirected shipments workload counts are included in 5.2 workload.

<b>5.4 DEMIL DATA</b>	<b>FY99 Workload</b>
DEMIL Codes G & P	92



## TECHNICAL EXHIBIT 1.1 – HISTORICAL WORKLOAD

<b>5.5.1 Preservation, Packaging, Packing and Marking</b>				
<b>Work Hours</b>	<b>FY96</b>	<b>FY97</b>	<b>FY98</b>	<b>FY99</b>
PPP&M	32323	28835	21364	24828
Container Fabrication	12162	15218	16105	19724
<b>PPP&amp;M/Container Fab Work Units</b>	<b>FY96</b>	<b>FY97</b>	<b>FY98</b>	<b>FY99</b>
Receipts From Maintenance	NA	42201	40754	38984
Packing/Container Fab for other customers	NA	NA	NA	5855

### 5.5.2 Special Inspections/COSIS/RCP Support/Rewarehousing/Intradepot Support/Item Manager/Service Representative Support

Note: Historical workload is not available for this section

<b>5.5.2 NAVXPRESS</b>					
<b>Route</b>	<b>Average # of Runs Per Qtr</b>	<b>FY99 Annual Req.</b>	<b>Miles (One Way)</b>	<b>Scheduled Runs</b>	<b>Unscheduled Runs</b>
NAS Jax to NS Mayport	65	261	30.6	261	
NS Mayport to NAS Jax	280	1119	30.6	1119	
Cecil Field to NAS Jax	118	472	12.1	472	
NSB Kings Bay to NS Mayport	58	231	58.6	208	23
NSB Kings Bay to NAS Jax	4	15	58.5	15	
NSB Kings Bay to Cecil Field	1	3	51.3	3	
NS Mayport to Cecil Field	20	78	31.5	78	
Orange Park to NAS Jax	30	119	9.9	119	
Orange Park to NS Mayport	1	3	39.9	0	3
Blount Island to NAS Jax	0	1	33.1	0	1
Blount Island to Cecil Field	3	13	27.8	13	
Blount Island to St Augustine	0	1	48.5	1	
St Augustine to NAS Jax	13	50	42.8	50	
St Augustine to Cecil	3	13	54.6	13	
St Augustine to Orange Park	1	2	45.9	2	
City of Jacksonville	13	52	3 to 30	9	43
DRMO to NS Mayport	20	80	32.8	80	
DRMO to NSB Kings Bay	17	66	60.7	66	
DRMO to Cecil Field	4	17	14.3	17	
COURIER SERVICES	62	246	50	246	
On-base NAS Jacksonville	1089	4354	3*	4131	223
On-base NS Mayport	106	424	3*	424	
<b>Total</b>	<b>1905</b>	<b>7620</b>		<b>7327</b>	<b>293</b>

\*On base delivery radius for NAS Jacksonville and NS Mayport is approximately 3 miles  
Workload based on runs from 1 Oct 98 through 30 Sep 99 - 4 qtrs.

## TECHNICAL EXHIBIT 1.1 – HISTORICAL WORKLOAD

### 5.5.6 SPECIAL PROJECTS

Note: Historical workload data is not available for this section.

### FUEL INFORMATION

	<b>FY99</b>
Total Mileage <sup>1</sup>	118,633

Note 1: Includes total mileage for leased and owned equipment for intra depot movement, local delivery and NavXpress tasks.

<b>DLA Owned Vehicle Information <sup>2</sup></b>	<b>DLA Equipment Number</b>	<b>FY99 Average MPG</b>	<b>Equipment Use</b>
6.5 Ton Transporter Truck	DLA 4301	2.72	On base only
6.5 Ton Transporter Truck	DLA 4302	3.66	On base only
6.5 Ton Transporter Truck	DLA 4303	3.62	On base only
Tractor Spotter	DLA 99235	2.5	On base only
Tractor Spotter <sup>3</sup>	DLA 00237	Not available	On base only
Tractor Spotter <sup>3</sup>	DLA 00236	Not available	On base only

Note 2: DLA owned vans and trailers are not included as they are not self propelled, but are used for both on and off-base transportation.

All vans and flatbed trailers have conventional glad hand assembly for air hoses and electrical connections.

Note 3: MPG not available as equipment was received in FY00. Spotters have conventional 5<sup>th</sup> wheel with hydraulic lift.

<b>PROPANE</b>	<b>FY99</b>
Total Number of Lbs. Purchased	20,000

**END OF TECHNICAL EXHIBIT 1.1**

Next Page Is 90 of 295

## **TECHNICAL EXHIBIT 4 SYSTEM CONFIGURATION REQUIREMENTS**

1. PC minimum requirements are:
  - a. Pentium III 450 MHZA with 128 Meg of ram and 8GB hard drive with network access capability.
  - b. CD-ROM 24X
  - c. PS2 mouse and keyboard
  - d. 3 and one half high density floppy
  - e. 17 inch monitor
2. Digi 3210X 4 port print servers are the DDC standard for print queue management and I/P maximization.
3. Specific printers are required in DSS because of embedded software coding:
  - a. Xerox model 4517 or newer with agile box for GBL print and pick ticket/IRRD; duplexer required.
  - b. Kyocera models 3750 or newer for IRRD, TCMD, COSIS DD 1225, pick tickets and other graphics forms.
  - c. Kyocera model 7000 or newer for pick tickets, IRRDS and high speed text; duplexer required.
  - d. Intermec model 3400 model b or newer for all label print.
4. TN3270 software NSELITE from NSA INC is the DDC standard.
5. 2D Barcode Scanners in development.
6. Label scanners Intermec model 1550 with wedge model 9710 or newer.

## **TECHNICAL EXHIBIT 10 DSS TRAINING MODULES**

**Due to the potential for changes in these areas and site specific needs from start to finish of these studies, this information is not all inclusive and is subject to change.**

1. DSS Overview (24 hrs): provides general overall information on the history of DSS, sign-on procedures, how to locate on-line programs (use of the on-line search program), menu structure, function keys, various reports available in dss (ca-dispatch vs batch/on-line), abends, common use inquiries and a review of the adjustment transaction history inquiry and document status (doc stat) record inquiry.
2. QBL Overview (24 hrs): provides information on how the quantity by location (QBL) records work. This session includes information regarding location assignment as well as the material release order (MRO) allocation assignment logic. Some of the screens/programs included in this session are QBL display, change QBL header information, QBL detail selection, QBL lot number selection and QBL maintenance.
3. Storage (32 hrs): provides information on putaways (receiving and rewarehousing), picks (mission and rewarehousing), rewarehousing, ad-hoc discrepancies, planographing, loose issue labels as well as applicable maintenance, inquiry and report programs. This session also includes information on any equivalent radio frequency (RF) processes to complete the storage functions.
4. Equipment Support (16 hrs): provides information on building the terminal to printer cross reference records necessary to generate the DSS documentation. This session also includes information on downloading the various form formats to the printers and restarting printers.
5. ADP Security (24 hrs): provides information on resetting users that "lock" their passwords as well as specific information on the various user groups and the programs within those user groups. These user groups are a critical part of the security systems used in support of DSS operations which defines access to the various programs.
6. CA-DATAQUERY (8 hrs): provides information on a supporting systems tool that allows various file information/reports to be extracted from the databases. Separate authority/access request must be submitted for this access.
7. CA-DISPATCH (4 hrs): provides information on accessing and printing the various reports that write to this on-line report program. Users as well as their applicable printers will need to be added to this to allow/ensure full use of available options on this supporting system. Separate authority/access request must be submitted for this access.
8. INFO/MAN (8 hrs): provides information on reviewing trouble reports and system changes requests submitted against the various systems for which DLA has correction/maintenance responsibility. Any problems reported that cannot be corrected either by the PA or the REO second level support will be entered into this system by the REO and assigned to the appropriate office for correction. Separate authority/access request must be submitted for this access.

9. Truck Control (16 hrs): provides information on truck operations (inbound, internal depot moves and outbound vehicle tracking), switcher (truck driver) processes as well as applicable maintenance, inquiry and report programs.
10. DRMO/DEMIL (8 hrs): provides information on disposal and demilitarization functions to include in-checking, updating and out-checking the workorders, printing the workorders, as well as inquiry and report programs.
11. Inbound Transportation (4 hrs): provides information on processing inbound shipping documentation, warehouse location assignment for inbound loaded vehicles, open receipt control number (RCN) records, preparation of freight discrepancy reports as well as applicable maintenance, inquiry and report programs.
12. Care of Supplies in Storage (COSIS) (20 HRS): provides information on the generation/release of cyclic and schedules inspections, inspection workloading reports and inquiries, reporting ad-hoc discrepancies and the various forms required for these processes. This session includes information on radio frequency (RF) equivalent programs available as well as applicable maintenance, inquiry and report programs.
13. Preservation, Packing, Packaging and Marking (PPP&M) (12 HRS): provides information on scheduling, inchecking and outchecking PPP&M workorders, processing non-accountable work orders, unscheduled workorders as well as the applicable maintenance, inquiry and report programs.
14. Pack/Local Delivery (24 hrs): provides information on pack processes, discrepancy processing, partialling, split picks, freight offer, dimension and weigh processes as well as the applicable maintenance, inquiry and report programs. This session also provides information on building, consolidating, combining and printing local delivery customer manifests as well as applicable maintenance, inquiry and report programs.
15. Small Parcel (24 hrs): provides information on small parcel offer, confirmation, reviewing and printing manifests as well as the applicable maintenance, inquiry and report programs.
16. Recycling Control Point (RCP) (8 hrs): provides information on the MRO validation logic, workload banking as well as the applicable maintenance, inquiry and report programs.
17. Set Assembly (4 hrs): provides information on maintaining and printing set assembly data, releasing acon records, basic issue item information as well as applicable maintenance, inquiry and report programs.
18. Inventory (48 hrs): this session is broken out into three separate areas of inventory counts (30 hrs), denial processing (8 hrs) and location survey (10 hrs).
- Inventory counts provides information on physical inventory research, inventory counts, causative research, book to book reconciliation processes and the applicable maintenance, inquiry and report programs. This session should be attended by anyone planning on attending the denial processing or location survey sessions.
  - Denial processing provides information on the actual denial processing program and the inquiries and report programs in support of this function. It is recommended the inventory session be completed prior to attending this session.
  - Location survey provides information on requesting, displaying and accepting location survey requests and results as well as inquiry and report programs.

19. Customer Complaints (4 hrs): provides information on creating, updating and closing customer complaints for dla managed items as well as the various reports available.

20. Item Data (12 hrs): provides information on the item data reports (stock number reinstatement, unit of issue changes, shelf life changes, future unit of issue changes, changes pending, etc), as well as the applicable maintenance, inquiry and report programs.

21. Transportation (32 hrs): provides information on outloading (fixed terminal and RF processes), direct load, freight releases, rating, documentation review, print and reprint, electronic data interchange (EDI), signature tally documentation, repships, advance transportation control and movement documents (ATCMD) as well as the applicable maintenance, inquiry and report programs.

22. MRO Processing (72 hrs): provides information on MRO cancellations, MRO follow-ups, MRO modifiers, frustrated MROs, processing emergency MROs, transshipments, MRO exception data, MRO addressing, foreign military sales (FMS) MRO/notice of availability (NOA) processes, MRO project codes, MRO violations, late lines report/research and applicable maintenance, inquiry and report programs.

23. Receiving (24hrs)/IFR (8 hrs): this session includes information on completing receipts of the various types of wholesale and retail receipts, location assignment, exclusions, generating receipt control numbers, pre-positioned material receipt due-ins, receipt cancellations as well as the applicable maintenance, inquiry and report programs. If site is operating an on-line CICS connection for issue from receiving (IFR) processing, additional applicable programs will be included in this session.

24. Automated Discrepancy Reporting System (ADRS)/receiving discrepancies (8 hrs): provides Information on creating, updating and closing discrepancies on items processed through receiving as well as applicable inquiry and report programs.

25. Receiving Violations (4 hrs): provides information on selecting and correcting violations on receiving transactions as well as applicable maintenance, inquiry and report programs.

26. Production, Planning and Control (PPC) (24 hrs): this session includes information on establishing, maintaining and monitoring the various records that impact the MRO cycles to include capacity records, backlog reports, pick cycle releases, banking capabilities, extended RDDs and the various maintenance, inquiry and reports programs to support this functional area.

27. Hazardous (24 hrs): this session includes information on the hazardous information available as well as the multiple load and maintain programs to support the various modes of shipment (commercial air, military air, etc). It also includes information on maintaining hazardous kit records and applicable reports and inquiries to support this functional area. This session is recommended after the pack/local delivery session has been completed.

28. MIS (24 hrs): this session includes information on the applicable maintenance programs as well as a walk-through of the various data elements used to provide performance information. Data from DSS is transmitted to MIS.

## TECHNICAL EXHIBIT 10b – TRAINING MATRIX

FUNCTIONAL AREA	INST #	CANNOT SCHEDULE WITH	# DAYS	PREREQUISITE
DSS Overview	1	QBL Overview	3	
QBL Overview	1,2	DSS Overview	3	
Storage	2	QBL Overview	4	QBL Overview
Pack/Local Del	3		3	
Small Parcel	4	RCP/Set Assembly	3	
RCP	4	Small Parcel / Set Assembly	1	
Set Assembly	4	Small Parcel/RCP	0.5	
ADP Equipment	5		2	
DATAQUERY	6		1	
Truck Control	7	Inbound Trans /DEMIL/DRMO	2	
DEMIL/DRMO	7	Truck Control /Inbound Trans	1	
Inbound Trans	7	Truck Control /DEMIL/DRMO	0.5	
Inventory (Includes *)	8	QBL Overview	6	QBL Overview
* Counts	8	Inventory /Cust Comp/Item Data	3.75	
* Loc Survey	8	Inventory /Cust Comp/Item Data	1.25	Counts - Mandatory
* Denials	8	Inventory /Cust Comp/Item Data	1	Counts - Mandatory
Customer Comp	8	Inventory / Item Data	0.5	
Item Data	8	Inventory /Cust Comp	1.5	QBL Overview
Transportation	9		4	
ADP Security	10,18	Hazardous/PPC	3	
INFO/MAN	11		1	
User Manuals	12		0.5	
MRO Processing	13		9	
ADRS/REC DISC	14	Rec Violations	1	
Rec Violations	14	ADRS/Rec Disc	0.5	
DISPATCH	15		0.5	
COSIS	16	PPP&M	2.5	QBL Overview
PPP&M	16	COSIS	1.5	QBL Overview
Receiving	17		3	QBL Overview
PPC	18	Hazardous/ADP Security	3	
Hazardous	18	PPC/ADP Security	3	Pack/Local Del
MIS	19		3	

- . QBL overview is suggested prerequisite since the data in these files is so critical to the other functions. This functional training session will not be limited to two representatives.
- . Representatives in the denial and/or location survey session should attend counts prior to ensure sufficient background information has been provided.

LAST UPDATE: 6/9/2000

END OF TECHNICAL EXHIBIT 10  
Next Page is 243

**FORMAL QUESTIONS RECEIVED**

Site Visit, Pre-Proposal Conference, DSS Hands-on-Demonstrations and, IAW L13

**AMENDMENT 0009**

Reference: Formal Questions Received

Page 74 (Amendment page number)

Paragraph: Section C, question on PA-Furnished Fuels

- Q.** Could you please verify the figure provided for Total Mileage (118,633 miles) for intra-depot movement, local delivery tasks and NavXpress. The miles provided in Technical Exhibit 5.5.5 for NavXpress equate to over 100,000 miles by itself. Unless intra-depot and local delivery trips are consolidated with NavXpress trips, this would leave less than 20,000 miles for the rest of the transportation requirement combined.
- A.** **Mileage provided represents all local transportation as materiel is consolidated for local, intra and NavXpress on vehicles.**

- Q.** Could you please verify the figure provided for propane purchased in FY99. Using standard industry accepted propane consumption rates for lifts, the 34 propane lifts would be operating less than an hour a day, on average, to consume only 20,000 pounds in a year.
- A.** **The figure is correct.**

**AMENDMENT 0010**

Reference: Section B (Amendment 0010)

Page 2 & 3

Paragraph: CLINs 0004 & 0005

- Q.** Section B, Amendment 0010, now has two CLIN 0004 (Special Functions - Special Inspection & Special Functions - NavXpress) and a new CLIN 0005 (Special Functions - Material Turned-In to Store (MTIS)). This new CLIN 0005 was not mentioned as a new requirement in the Amendment change notice. It just appeared as a new requirement to be priced. Is this indeed a new requirement that needs to be priced?
- A.** **Amendment 0010 has been cancelled and deleted in its entirety.**

Reference: Section B (Amendment 0010)

Page 2 & 3

Paragraph: CLIN 0005

- Q.** Just as an additional comment to this question, the new CLIN 0005 (MTIS), if it is indeed a legitimate requirement, doesn't have a corresponding CLIN for the Option Period, only the Base Period, and has no verbal explanation of the requirement in Section C. Paragraph 5.5.6, which it references, refers to Special Projects, in which Special Unit Packouts is the only Special Project listed.
- A.** **Amendment 0010 has been cancelled and deleted in its entirety.**



## **SECTION C**

Reference: (a) C-1.3.2; (b) C-5.3.3.1; and (c) Technical Exhibit 1.1  
Pages 10, 85c and 55

Paragraphs: Inventory Accuracy Improvement Plan; 5.3 Storage/Variable Line Item Accuracy;  
and Quality (Storage)

- Q.** Reference (a) requires the submission of an Inventory Accuracy Improvement Plan if any of the Inventory accuracy rates in reference (b) fall below the APL requirements specified in reference (c). Based on this, it appears that an Inventory Accuracy Improvement Plan will need to be submitted for VLIA Category "B" and Pilferable" materiel. Reference (b) provides the population of the Category "B" materiel but doesn't provide the population of the Pilferable" materiel. This information will be required to determine the resource requirements necessary to improve the inventory accuracy rate to the APL within the 12 month timeframe. Please provide the population of Pilferable materiel at DDJF.
- A. Technical Exhibit 1.1, page 85b, now provides the latest Inventory Accuracy to included population of Pilferable with this Amendment.**

## **TECHNICAL EXHIBITS**

Reference: Technical Exhibit 1.1  
Pages: 94d and 243-243

Paragraph: Historical Workload, Section C- 5.5.5

- Q.** During the site visit, potential contractors were not taken to see all the vehicles that were to be provided to the Contractor. This generates the following questions. The historical workload in Technical Exhibit 1.1; 5.5.5 shows only the mileage required, but not the type of loads or tonnage that is required. We really need more information to determine the equipment required for this requirement. We need the average tonnage or number of packages and type i.e. one package medium bulk, or one package bulk, or 50 packages medium for example; or the average tonnage per run. This information should tell us whether we should plan for most of our runs to be Tractor-Trailer, or Stake Truck.
- A. The only other workload we have for NavXpress is an average of 5 pallets per truck.**

Reference: Technical Exhibit 2.2 & 2.5  
Page 146 & 173

Paragraph: Historical MHE Maintenance & Government-Furnished Equipment (GFE)  
(Miscellaneous Warehouse Equipment)

- Q.** Technical Exhibit 2.2, Historical MHE maintenance indicates repairs done on "3 Truck, conveyORIZED, 8K". Are these any of the same trucks as listed trucks as listed in Technical Exhibit 2.5?
- A. Yes – This was a one-time modification to these trucks and should not be considered as future maintenance requirements.**

Reference: Technical Exhibit 2.5  
Page 161 - 178

Paragraph: Government-Furnished Equipment (GFE)

- Q.** TE2.5, Government-Furnished Equipment, gives vague descriptions of items to be provided. Could you give us a listing of all vehicles that will be provided that can be used for over the

road runs off base by model make and year. Specifically, replacement page 173 of 295 list VANS and 3 each trucks, trans, 7 and ½ ton, and one tractor. Are any of the vans self propelled? Is the tractor a 5 ton international for over the road transport, capable of pulling a 40 foot flatbed or Van? Are the trucks, trans over the road transport? Is there anything else not listed or listed in such a way that is not clear capable of over the road transport for a 30 mile trip and capable of transporting up to a tone of materiel?

**A. Provided in TE 1.1 in this Amendment.**

Reference: Technical Exhibit 2.5

Page 173

Paragraph: Government-Furnished Equipment (GFE)

**Q.** According to TE# 2.5 the Government is furnishing three (3) Magnum Spotter trucks. Various spotter trucks have various distance and pulling capabilities depending on axle ratios and trailer hookup points. Do the Magnums have the capability for both on and off base deliveries and do they have the capability to haul all trailers and vans listed in TE# 2.5?

**A. Provided in TE 1.1 in this Amendment.**

Reference: Technical Exhibit 2.5

Page 173

Paragraph: Government-Furnished Equipment (GFE)

**Q.** Are the Truck, flat bed, 40 & 45 foot and Van, 35-40 foot motorized vehicles or just trailers? If they are trailers, what types of hookups are required to tow them? A stand tractor 5<sup>th</sup> wheel or ball hitch?

**A. Provided in TE 1.1 in the Amendment.**

**SECTION I**

Reference: I03

Page 252

Paragraph: Performance and Payment Bonds – Other Than Construction

**Q.** In the initial solicitation, the Performance bond was required for the Base Period only. Since Amendment 0009 removed reference to the Performance Bond in Section B, no where does it now state how long a period the Performance Bond is to be purchased for. Also, is the Performance Bond cost in the Transition Period excluded from the cost comparison process?

**A.** In paragraph I03(a), as written, “Contract price” means the total amount of the contract for the term of the contract (excluding options, if any)..” The term or base period of this competition is 36 months (with 24 months representing the option period). Since the FAR initially excludes options, the performance bond must cover the base period. The performance bond requirement is excluded from any cost comparison process.